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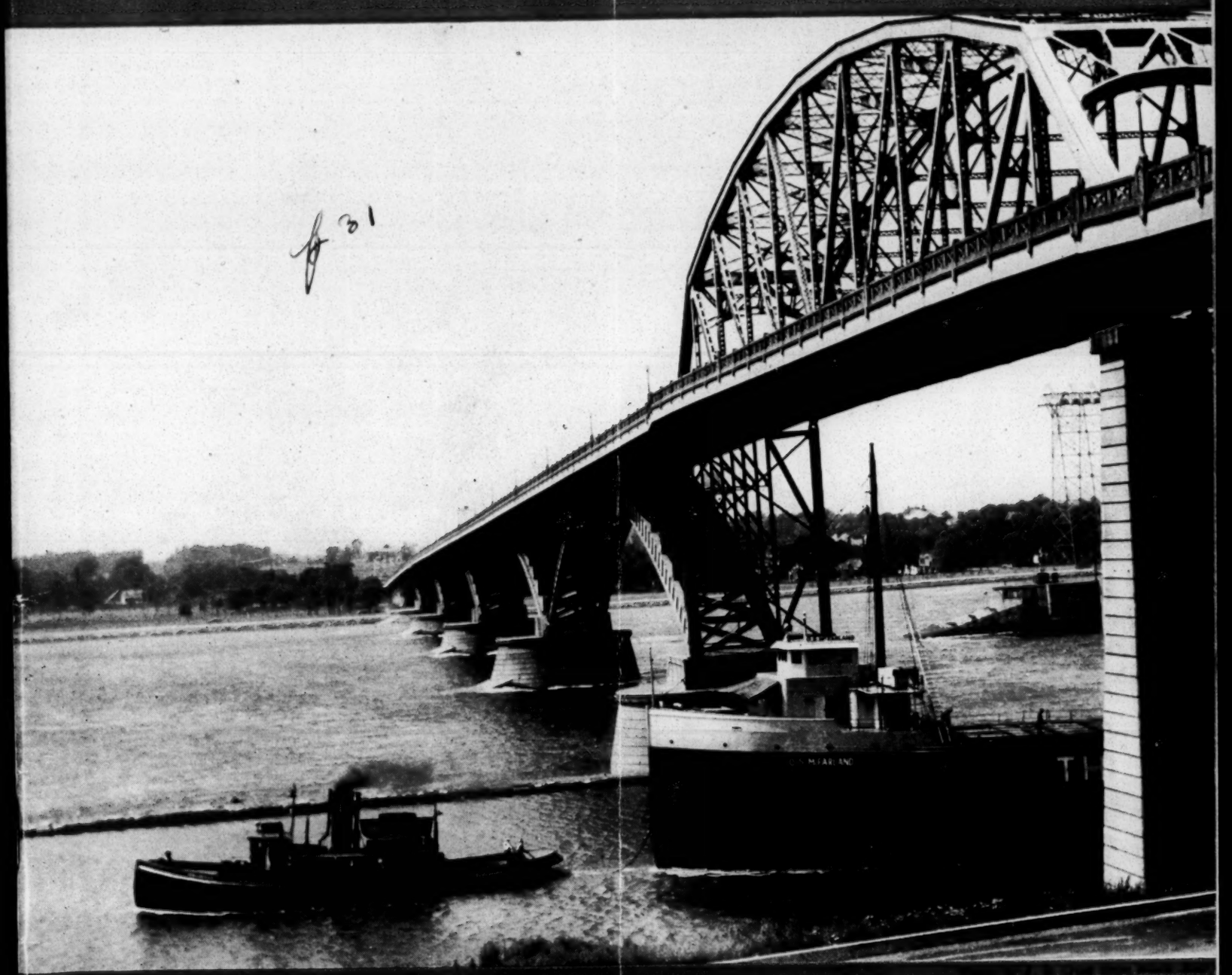

The Thirty Ninth
Annual Vocational Convention
AMERICAN VOCATIONAL ASSOCIATION, INC.

Much has been said about frills in education. In this streamlined pattern which is shaping up, a new interpretation may be placed on frills; namely, as material in any subject which is not boiled down to its essential elements.

Education of tomorrow must be able to "package" the related subject material in concentrated form to fit specific needs, and substitute material of live value for certain time-honored topics that seem to have little or no connection with the life of the pupil.

The teacher of tomorrow must be a skilled artisan in fitting these packages into the pattern so as to bring out relationships in the project to be learned.

Teacher qualifications and teacher-training will need re-evaluating, as well as reshaping to meet the new requirements. It will be essential that the teacher continually be in touch with the developments in his field.

Keeping Abreast of the Atomic Age

This new education will, by its very nature, require alertness and ability to meet sudden changes in training demand, either within the school, the industry, or both. It will exact a stronger attitude for service. It must take on the likeness of the age in which it is serving.

Science has revolutionized man's world, but has not changed man. Would it be too optimistic to predict that vocational education will demonstrate leadership in a program which will raise man's intelligence to the point where he will be able to employ the implements of science for the building up of an abundant life?

The nation is deeply concerned over the whole training problem. It is resolving itself into the question: Shall vocational education be extended to broader fields of service and take its rightful place in the education of youth for a work-a-day world?

This is the challenge which the vocational schools of America are facing. It is the imprint of war upon education. Whether or not Federal money is channeled down through the public schools for such training depends in large measure on what is done now. It is possible to meet this challenge aggressively. We can establish the right, as educators, to hold our place in this program to serve the world of tomorrow.

Veterans Pick Vocational Schools for Training

200 veterans are enrolled in trade and industrial classes at the University of Houston, Houston, Texas. Along with specific occupational training, veterans are offered courses particularly designed to give students with little formal education an opportunity to obtain much of the background information necessary for success in post-high school courses. Included are units in English, drafting, industrial arithmetic, and industrial physics.

74 veterans are reported attending various courses in the San Antonio Vocational and Technical School, San Antonio, Texas. This veterans training is under the direction of William G. Behrens.

102 veterans were enrolled in Frank Wiggins Trade School, Los Angeles, Calif., up to October 1. They were scattered throughout various classes. A full-time veteran adviser has been appointed from the faculty to supervise the GI's training. The Veterans Administration also has assigned a training officer, to supervise rehabilitation training.

Veterans Get Directory of Courses in Wisconsin

THE Milwaukee School of Vocational and Adult Education already has over 200 veterans enrolled, according to C. L. Greiber, state director of vocational and adult education. Courses are designed to meet the needs and desires of the veterans. In addition to those regularly offered, there are new courses in office management, CPA, county service officer training, landscape gardening, and finger printing.

A directory of all the courses available in the schools of vocational and adult education is being prepared, so that returning veterans in the state may learn where specific courses may be had. This directory will be published by the Wisconsin Department of Veterans Affairs.

E. H. Gibson, formerly state chief of training, War Manpower Commission, has been added to the staff of the State Board of Vocational and Adult Education to devote his entire time to problems of the education of returning veterans.

Leading Vocational Textbooks Selected from the VAN NOSTRAND LIST

COMMERCIAL ART OF SHOW CARD LETTERING
by James Eisenberg, chairman Art Department, Bok Vocational High School, Philadelphia, Pa.
This sound exposition of the art and technique of free-hand brush lettering was written by a teacher who understands students' needs. It is basic, but complete—a highly informative manual of lasting value to students of show card lettering, printing, advertising, layout, and allied fields. *Illustrated 147 pp. $2.75*

BISHOP, C. C.
ALTERNATING CURRENTS FOR TECHNICAL STUDENTS *Ill. 424 pp. $2.50*

HEITNER J., SHIDLE, N. G. and BISSELL, T. A.
ELEMENTS OF AUTOMOTIVE MECHANICS *Ill. 395 pp. $1.92*

McMACKIN, F. J. and SHAVER, J. H.
THE MATHEMATICS OF THE SHOPS *Ill. 444 pp. $2.50*

SACKS, R. J.
THEORY AND PRACTICE OF ARC WELDING *Ill. 383 pp. $2.80*

LOCKREY, A. J.
PLASTICS IN THE SCHOOL AND HOME WORKSHOP 2nd Ed. *Ill. 233 pp. $2.75*

SVENSEN, C. L.
MACHINE DRAWING 3rd. Ed. *Ill. 280 pp. $2.50*

PACK, G.
JEWELRY AND ENAMELLING *377 pp. $2.50*

SWOOPES
LESSONS IN PRACTICAL ELECTRICITY. New Edition ready 1946.

From the Henry Ford Apprentice and Trade-school Series:

NADON, J. M. and GELMINE, B. J.
INDUSTRIAL ELECTRICITY *Ill. 607 pp. $3.00*

WAGENER, A. M. and ARTHUR, H. R.
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WAGENER, A. M. and ARTHUR, H.R.
WORKBOOK ON MACHINE SHOP THEORY AND PRACTICE *Ill. 188 pp. $1.00 (paper)*

WAGENER, A. M. and ARTHUR, H.R.
MACHINIST'S AND DRAFTSMAN'S HANDBOOK *Ill. 804 pp. $4.50*

NICHOLSON, F. and JONES, F.
BLUEPRINT READING: UNDERSTANDING SHOP PRACTICES *Ill. 141 pp. $2.00*

PAULL, J. H.
INDUSTRIAL SHEET METAL DRAWING *Ill. 153 pp. $1.50*

PAULL, J. H. and SGRO, C. L.
APPLIED MECHANICAL DRAWING *Ill. 204 pp. $1.50*

Examination copies will be sent on request, and all delegates to the American Vocational Association convention are cordially invited to see these and other important books at the Van Nostrand booth, number 56.

D. VAN NOSTRAND COMPANY, INC.
250 Fourth Avenue New York 3, New York

Texas

March 13, 1946

Sergeant S. J. Harvey
1033 Pecan Street
Waco, Texas

Dear Sergeant Harvey:

I fell into conversation the other evening in New Orleans with Father Maloney, who told me of his talk with you.

I may quite well be needing someone soon to travel in Texas and get the word out to the Negro communities that job training and on-the-farm training are mighty likely prospects for the veterans. It is temporary work lasting in all probability a number of months rather than a number of years. I have been paying a reasonable salary and actual travel expenses when away from official station. My plan is to assign an Alabama man, white, who has had a lot of experience in Texas to the state also, and the two of you would work by agreement.

If you are interested, I would like to hear more about you, and we would see if we could strike a deal.

If you do not know about the Southern Regional Council, I daresay you could get a line on us from friends you may have at this or that university in the state.

Sincerely,

George S. Mitchell

GSM:w

5-5-46

* ORIGINAL * RESOLUTION *

Whereas, many returning Negro war veterans wish to take advantage of the G.I. Bill of Rights, and

Whereas, the problems of Negro veterans can best be understood and appreciated by a fellow Negro veteran, and

Whereas, there are no Negro interviewers in the office of the Fort Worth branch of the Veterans' Administration, Be it

Resolved: that this May 5th, 1946 Mass-Meeting of Negro war veterans request the Veterans Administration to employ Negro interviewers in its Fort Worth office to help Negro war veterans of Fort Worth receive their just attention under the G.I. Bill of Rights.

Texas

May 17, 1946

Mr. Charles A. Willings
Rt. 4 #111
De Kalb, Texas

Dear Mr. Willings:

Railway mail clerks' jobs are under civil service. I should think it would be wise for you to write to the U. S. Civil Service Commission, Regional Office, 210 S. Harwood Street, Dallas 1, Texas, and tell them you want to apply for a railway mail clerk job, and ask them how to proceed.

Secondly, you might well get useful help from the reemployment committeeman from your own Selective Service Board. These men are not paid, but they are often willing to spend a lot of time in unravelling a particular case.

I have an assistant in Texas, stationed at Beaumont. He is a Negro veteran named Mr. Jewel M. Tatum, 2020 Cable Street, Beaumont, Texas. Maybe he could assist you.

Sincerely,

George S. Mitchell

GSM:w

RECEIVED
MAY 11 1946
Southern Regional Council

DeKalb Texas
May 8, 1946.

Southern Regional Council
63 Auburn Ave. N E
Atlanta, Ga.

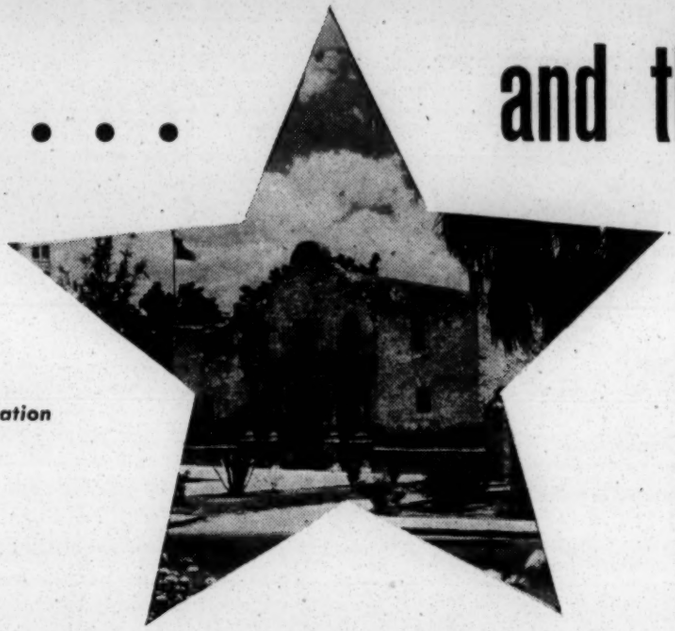
Sirs.

I am a veteran of would war No 2. I have been toying to contact all of the past Offices in this locality but I've not been able to get the connection. I would like to work for the railroad branch of the mail department.

Respectfully Yours
Charles A. Billings
DeKalb Texas
R.F.D # 111

San Antonio's Vocational Program Now Expanding to Prepare for New Industries

All This . . . . and the Alamo!



By L. W. Fox
Director of Vocational Education
San Antonio, Texas

Cradle of Texas' liberty is the Alamo at San Antonio defended by 182 men until the last man was wiped out

TRAINING for employment is offered in the vocational division of the San Antonio Public Schools not only to the youth of the city and to the returned veterans, but to any adult who needs additional guidance, education, and training. In-service training is as much a part of the program as is pre-employment training, and employers and representatives of industry serve on advisory committees and as instructors.

Day trade training is given in four vocational schools: San Antonio Vocational and Technical School, Sidney Lanier Vocational School, Luther Burbank Vocational School, and the Phillis Wheatley High School for Negroes.

The San Antonio Vocational and Technical School has approximately 1,700 students and offers a day trade and a part-time cooperative program. The day trade program gives training in architectural drafting, auto mechanics, cabinet mill work, commercial art, cosmetology, dressmaking, electrical work, engineering, drafting, machine shop, plumbing, refrigeration, printing, radio, sheet metal, and welding. The school program in business education includes stenography, typing, filing, bookkeeping (with emphasis on machines), and training for the distributive occupations.

1. Duroc swine of this Luther Burbank Voc. H. S. FFA boy won over all breeds at Fat Stock Show, Houston

2. Morning classes at San Antonio Voc. & Tech. School, afternoon selling practice at Sears, Roebuck & Co.

In the homemaking field courses are offered in family relationships, social customs, nutrition, the preparation and serving of foods, meal-planning, budgeting family income, and care and feeding of infants.

The part-time cooperative program includes part-time distributive and part-time industrial education.

Believing that both vocational training and general education are essential to successful employment, one-half of each day in the vocational schools is devoted to a general education curriculum, one - half to trade training. Related work in mathematics and science is taught by the shop instructor in the shop as the need for such information arises.

New Courses Added

Courses are continually being developed to meet the changing demands of industry. Training in plastics was added to the art program in the fall of 1945. Now a number of students are in full or part-time employment in that field.

The outstanding work done by the garment manufacturing department for the American Red Cross was cited in *The Junior Red Cross Journal* of January, 1946. The department has made 1,282 garments and other articles for the Junior Red Cross in the last five

3. Behind a real desk at the Luther Burbank school, these two students work at real, assigned, office practice jobs

4. San Antonio veterans start vocational programs by interviewing a coordinator at San Antonio Voc. & Tech. School

5. After counseling with coordinator, the veteran receives training at San Antonio Voc. & Tech. School machine shop

years; with the adult classes in evening school (in addition to their regular output) they made 17,000 garments and other articles for the American Red Cross during the five years of war.

At the close of the school day the facilities of the entire vocational program become available for the adult evening school program.

The Sidney Lanier Vocational High School has a student body of approximately 2,000 students, the majority Latin-Americans. Teaching of English is stressed since mastery of the English language is frequently an essential requirement for employment in Texas. Spanish is also taught as an employment asset. So large is the Spanish-speaking clientele of a number of the department stores that several of the personnel managers make an effort to have at least one Spanish-speaking saleslady in every department.

The Lanier School has a day trade program which offers courses in arts and crafts, auto mechancs, body and fender work, cabinet mill work, dressmaking, auto paint and trim work, and printing. A comprehensive curriculum in business training and in homemaking complete the program.

The Phillis Wheatley High School has 687 students enrolled with returned soldiers enrolling now. The school offers courses in auto mechanics, carpentry, cosmetology, and business training.

Agriculture for the Small Farm

The Luther Burbank Vocational High School's vocational agriculture program is developed particularly to care for the individual who has a trade, but who supplements his income with the products of his one or two-acre farm.

The curriculum has four divisions: the day trade with carpentry, drafting, and metal; the part-time cooperative programs with part-time commercial and

6. As trainee in Diversified Occupations course, veteran leaves school at noon for job with local firm in p.m.

7. Sidney Lanier Vocational High School offers the only Trade and Industrial course in automobile fender work

distributive education; homemaking; and agriculture.

In the 1946 Boys' Fat Stock Show held in Houston, the FFA boys of Burbank won first place with a grand champion litter of Duroc swine over all breeds and classes. They also won the first place over all breeds and classes with a champion Duroc boar, as well as the first place over all classes and breeds for a pen of three barrows.

Vocational Classes Keyed to Needs

Both the San Antonio Junior College and the St. Philips Junior College for Negroes include vocational training in the curriculums of their day and evening programs. At the San Antonio Junior College the following business and distributive education courses, taught by members of local advisory committees, are offered in the adult education program: salesmanship, radio technique, display, advertising, junior executive training, business psychology, bookkeeping, and accounting. A course in architectural drafting is scheduled in the industrial division.

The San Antonio Adult Education Program, in operation since 1912, conducts education and training based on short-unit courses, specific subject matter, well-qualified teachers, efficient administration, and proper publicity. Adults want information at the time they need it, so an in-service plan is followed. Advisory committees from business and industry are used regularly in preparation of courses of study, selection of qualified teachers, and to secure a functional program. Instructors are drawn from the professions, trades and industries, business and commerce.

Included are home and family life activities, apprentice training, business and distributive education, citizenship instruction, academic work, trade and industrial training, parent education, training of household employment workers, instruction for firemen and

8. Jewelry making, in the hand crafts course at the Sidney Lanier Vocational H. S., is always of special interest

9. Training as a seamstress is one of the popular courses in the Trade and Industrial Education program at Lanier

types of training, the more popular being auto mechanics, refrigeration, radio, and electrical. Full-time classroom instruction and part-time cooperative classes have been developed, with special arrangements for veterans to attend regular day classes if they are working for a high school or college diploma in general educational subjects.

The San Antonio Hotel Association has just appointed an educational advisory committee, with Ernest Kunz, manager, St. Anthony Hotel, as chairman to cooperate with the vocational educational division of the public school in both in-service and pre-employment training. Mr. Kunz is European born and educated, and experienced in the continental method of training for hotel service. Since San Antonio is a tourist city this training program will meet a greatly felt community need.

10. **Student-customer watches closely as her classmate at Phillis Wheatley Voc. H. S. manicures**

11. **The Home and Family Life group in Adult Education Consumer Buying, go to market**

12. **Chief operator at Joske's, San Antonio, meets PBS and Public Relations Distributive class**

13. **Apprentices in Municipal Training class for San Antonio firemen scale practice ladders daily**

policemen, food service and food handling training.

In the home and family life program emphasis is on activity and training in all areas of family life which would be conducive to greater happiness and efficient family living. The major portion of this work is centered in the Federal Housing Authority units, of which there are four in San Antonio, two Negro courts, one large Latin-American unit, and one Anglo-American unit.

The business and distributive education program assists department stores, specialty shops, banks, real estate and insurance firms, and local restaurant and City Public Health Service. Special basic courses in food service and food handling for waitresses and food handlers are training workers in this field. Hotels, cafes, and other food establishments are cooperating.

In municipal training a complete program for all local firemen and policemen is being carried out in cooperation with the police commissioner of San Antonio. Guest instructors from the FBI, U. S. Army, Immigration Service, and the Texas State Department of Public Safety, assist.

GI Training

The most recent development in the adult program is the training of returned World War II veterans under the "GI Bill of Rights." This work has expanded very rapidly and involves many interesting

San Antonio has a long history of interest in and support for vocational education. The educational and community forces, working together, have developed a forward-looking educational program for the youth and adults of San Antonio.

July 8, 1946

Mr. Lee Ozbirn
Farm Security Administration
U. S. Department of Agriculture
Dallas, Texas

Dear Lee:

Please help me spread the dope about on-the-farm training.

Sincerely, and with cordial regards,

George S. Mitchell

GSM:w

Ten

August 15, 1946

The Honorable Coke R. Stevenson
Governor of Texas
Austin, Texas

My dear Governor:

You may possibly find time for a look at the attached survey of services to Negro veterans in Arkansas.

Sincerely,

George S. Mitchell

GSM:w

August 15, 1946

Mr. Lee Ozbirn, Regional Director
Farm Security Administration
U. S. Department of Agriculture
Dallas, Texas

Dear Lee:

Maybe Arkansas is close enough kin for you to be interested in the attached survey of the chances of colored veterans over there.

Sincerely,

George S. Mitchell

GSM:w

Top

August 22, 1946

Dr. A. L Porterfield
Texas Christian University
Fort Worth, Texas

Dear Dr. Porterfield:

This letter was prepared for circulation to a staff of veterans who are traveling in the interest of improving services to Negro veterans, but it occurs to me that you or some of the members of your committee might be able to make particularly good use of the possibility it describes.

Sincerely,

George S. Mitchell

GSM:w

Texas

August 27, 1946

Deputy Administrator
Veterans Administration
Mercantile Bank Building
Dallas, Texas

My dear Sir:

I should be grateful for your kindness in referring to appropriate officials the attached survey of services to Negro veterans in Arkansas.

I realize of course that Arkansas is not among your States, but in my experience conditions are substantially similar on these matters throughout the South.

Sincerely,

George S. Mitchell

GSM:w

Anahuac, Texas
August 30, 1946

Dr. George S. Mitchell
Director of Veterans Services
Southern Regional Council, Inc.
63 Auburn Avenue, N. E.
Atlanta 3, Georgia

Dear Dr. Mitchell:

And this is Anahuac, Texas, the County Seat of Chambers County. I've spent three days here and haven't been able to get out much because of the tremendous amount of rain this small town has had. It is a very small town with the most modernistic building being the County Courthouse and a population of about 2,000.

Unfortunately, I didnot get a chance to see the County Superintendent nor the Superintendent of the Independent District as both were in Austin, Texas, and are not due back until Tuesday of next week. The county superintendent can very well be called "The First Man" as he is County Judge, County Service Officer and perhaps many other such titles.

I talked with a Reverend Joe Banks, pastor of the Bright Lights Baptist Church. Reverend Banks, a veteran of World War I, was most helpful to me during my stay in Anahuac. Through him I met approximately forty veterans last Thursday night and talked with them about their benefits under the G. I. Bill of Rights and their terminal leave pay. The men, after telling them the value of organizing themselves as a veterans' group, decided that they would like to become affiliated with the American Legion Post of their city or rather become a branch of the white post already functioning in the Anahuac area.

After my talk with them several questions were asked and I gave them all the information they asked for and reminded them to be sure to contact their County Service Officer anytime next week when he gets back because he is the man who knows more about the forms they are to fill and letters that must be written from time to time. I also suggested to them to contact their County Service Officer and secure all details for the setting-up of an American Legion Post.

Because of the expressions on the faces of these men and the interest they showed, I feel that this is the greatest piece of work I've done since working here in Texas in the interest of Negro veterans. Here was a group of men who were doing nothing in the way of aiding themselves by using the services of their County Service Officer. Said Reverend Banks, followed by expressions from several of the men,"Mr. Tatum, you can't imagine how happy were are to have you come here for you've certainly been an inspiration to us and you can rest assured that we are going to begin doing something and take advantage of the benefits offered us, particularly the World War II Veterans.

I talked with three other citizens of Anahuac who promised to work with the veterans so as to help them better readjust themselves to their community and stimulate their interest to further seek the many benefits offered them. To me, the men seemed to have quite a bit of interest in doing something but they seemed to have needed some information as to how to go about getting what they want. This I did and the results were good.

Among the citizens with whom I talked were: Mrs. Cleo Bean, teacher at the George Washington Carver High School, Mr. S. Lee Rivan, Manager of the Rivan's Cafe and Mr. John Lewis Geuess, laborer.

The men said they would let me know when they have received all information necessary to get a post started and said they wanted me to come back on the night they receive their charter. I thanked them very kindly for having expressed themselves as they did and told them I was too glad to learn of their interest and hope they would do as they promised. I also told them that the credit for my presence should go to the Southern Regional Council, which organization made it possible for me to be with them.

I am leaving here tomorrow for Galveston, Texas.

Sincerely,

Jewel M. Tatum

Tex

September 3, 1946

Mr. Charles H. Berg, Consultant
United States Employment Service
San Antonio, Texas

Dear Mr. Berg:

It was extremely kind of you to give so much time and such detailed assistance to Mr. Jewel M. Tatum when he was in San Antonio ten days or so ago.

The double task of getting in the Southern States both an informed interest on the part of the Negro veterans and effective administrative services to them is a challenge to us all.

Sincerely,

George S. Mitchell

GSM:w

P. S. I enclose a recent survey for Arkansas that will be of interest.

Tex

September 5, 1946

Mr. George Betts, Assistant Manager
Regional Office
Veterans Administration
San Antonio, Texas

Dear Mr. Betts:

My assistant, Mr. Jewel M. Tatum, has written me of your remarkable helpfulness to him during his recent visit to San Antonio in the interest of full cooperation between Negro veterans and the several administrative agencies concerned.

I should like you to know that your helpfulness was sincerely appreciated.

Very truly yours,

George S. Mitchell

GSM:w

P. S. I enclose a recent survey for Arkansas that will be of interest.

Texas

September 3, 1946

Mr. George D. McLean
Chief Rehabilitation and Training Officer
Regional Office
Veterans Administration
U. S. Post Office
San Antonio, Texas

Dear Mr. McLean:

I was pleased to note in a letter from my field assistant in Texas, Mr. Jewel M. Tatum, the particular kindness that you showed him during his recent visit to San Antonio.

We all have a double task: Both to awaken informed interest on the part of the Negro veterans, and to adapt the administrative services neatly to their needs. It was a pleasure to know of your close interest in this matter.

Sincerely,

George S. Mitchell

P. S. I enclose a recent survey for Arkansas that will be of interest.

September 3, 1946

Mr. Gibson Gray
324 West Third Street
Tyler, Texas

Dear Mr. Gray:

Dr. R. L. Russell, secretary of the Georgia Committee on Interracial Cooperation, has asked me (today) to reply to your letter to him of June 5th. All apologies for the delay.

I am sending you under separate cover some literature about the Council. We have also entered your name for a three months subscription free to our little leaflet, The New South. You will perceive that the various State Interracial Committees, which were formed mostly just after World War I and were for many years headed up in the Commission on Interracial Cooperation here in Atlanta, are part of the basis of the present Southern Regional Council. Texas has a continuing Committee on Interracial Cooperation, which may perhaps at some date affiliate formally with the Southern Regional Council. Its head is Dr. A. L. Porterfield of Texas Christian University in Fort Worth. It would be good for you to get in touch with Dr. Porterfield.

About a year ago the Council established a veterans services division to try to make things as smooth as possible for veterans coming back to the Southern States. An effort has been made to get local Negro communities fully acquainted with the educational and other benefits of the GI bill. This has been done by a small staff of veterans, mostly Negroes, who have traveled extensively to the back places to knit up an acquaintance between veterans servicing officials and Negro leaders and veterans. Our man in Texas who is doing this is Mr. Jewel M. Tatum, 2020 Cable Street, Beaumont, Texas. He would be delighted to hear from you and would welcome the help that you could give him in your part of the State.

I am myself convinced that one of the greater lasting gains that can come from present veterans legislation for the needs of the veterans is a widespread network of trade schools at high school level. These

are springing up everywhere in the South, though naturally at first they are small, ill-equipped, and often ill-taught. If nursed, they could grow into a means of training future generations of Southern young men and women in skills that will be made the more necessary by increased industrialization and the mechanization of farming. Perhaps that movement might draw your interest too.

If you belong to a veterans organization, there is a good deal you could do to awaken your local post to the needs of the Negro veterans.

In any case, I should be grateful for further news from you and for comments on what you think it wise for you or for us to undertake.

Sincerely,

George S. Mitchell

GSM:w

324 West Third
Tyler, Texas
5 June 1946

Commission on Interracial Cooperation
Atlanta, Georgia

Gentlemen:

Two and one half years in India-Burma Theater can present a person with plenty of sights of both racial cooperation and non-cooperation. Such as British and Indians working for each other; working against each other. Negro GIs and white GIs working for and against each other.

This picture plus a kaleidoscope of other features of a colonial economy illuminated, to me, the South in a new light.

By the time I got back to the States a short while ago, I had decided to go back to the University of Texas this fall, not to finish my business degree, but to find out what is really going on in Texas and the South, and among other things, why or why not the South is doing anything to resolve its racial differences.

On the train home in April I read in May Reader's Scope an article mentioning your organization.

Will you please tell me about your organization: where your Texas offices or members are located, something of how you work, and, most of all,

Do you need any help?

Sincerely yours,

Gibson Gray

Gibson Gray

September 18, 1946

Rabbi Henry Cohen
1920 Broadway
Galveston, Texas

My dear Rabbi Cohen:

I shall be grateful if I might enlist your interest, as a member of the Southern Regional Council, in a possibility in Galveston.

For some days recently we had in Galveston a Negro veteran of World War II, Mr. Jewel M. Tatum, of Beaumont, who is serving as full-time field agent of the Veterans Services Division of the Council. His job is to knit acquaintence between responsible veterans servicing officials and Negro veterans and Negro leaders with a view to having Negro veterans use fully and wisely the opportunities available to them under the GI Bill of Rights.

In this capacity, he called on Mrs. Kathleen Bradford Benson, County Superintendent of Schools, to ask whether the County School System were interested in vocational education for Negroes. My understanding is that Mrs. Benson had the view that very few veterans have asked for schooling of this kind. White veterans, she thought, were getting training directly in industry, but she apparently did not know whether Negro veterans were being helped with direct industrial training or not. At any rate, she did not tell Mr. Tatum of any plans under way for establishing a vocational school in the Galveston area for Negro veterans.

It is to be realized that the Texas State Board for Vocational Education stands ready to assist Texas communities in setting up veterans vocational schools, and you, of course, understand that under the GI Bill, in one way or another, tuition is largely cared for, the veterans would be paid for going to such a school, and surplus equipment, and under some circumstances used or new buildings could be made available through the Bureau of Community Facilities of the Federal Works Agency. In actual practice a great many southern cities and towns are setting up Negro, as well as white, trade schools, largely attended by veterans. As so high a proportion of the Negro veterans in particular left school in the grammar grades, it has been the general experience that ordinary high school and college opportunities do not meet the needs of the great bulk of the men. They want such training as would enable them rapidly to get into skilled or semi-skilled trade work.

Mr. Tatum later talked with Mr. Howard H. Deshong, contact representative of the Veterans Administration, who said at once that Galveston stood in real need of a trade school for Negro veterans as the City had been sending men away to other schools, and if they had one in Galveston it would certainly help.

Mr. Tatum talked later with Mr. A. D. Randle, a Negro barber, who is commander of a veterans' organization post (I take it, of the American Legion). He expressed much interest in the possibility of getting a school of this kind.

Possibly what Mr. Tatum has done and will do on a later visit or two to Galveston will be sufficient to get a movement for such a school under way in the Negro community of Galveston.

It occurred to us here in the Council that you might find it possible to make your own inquiries in the City among responsible persons with a view to placing additional emphasis behind this movement, should that seem wise to you and those whom you might consult.

As, according to our files, you are our only member in Galveston, we have not written to anyone else in the City about this, and shall depend on your judgment as to whether the matter is suitably to be furthered by your efforts.

Sincerely,

George S. Mitchell

GSM:MJ

Galveston, Texas
September 26, 1946

Dear Mr. Mitchell:

Upon my return to the city, I find your letter of September 18. I shall see what can be done in the matter. With regards, believe me to be

Yours faithfully,

Henry Cohen

Rabbi Henry Cohen
1920 Broadway
Galveston
Texas

September 26, 1946

Mr. Lee Ozbirn
Farm Security Administration
Parry Avenue at Commerce
Dallas 1, Texas

Re: R8-JHW

Dear Lee:

It was mighty nice of you to write me your kind letter of September 23. I had Harry L. Wright, an old Farm Security man (colored) visit Oklahoma, and he is now writing up his notes on Oklahoma. I hope to get out something about that State. Meanwhile, for any possible help Wright could be to you or to your friends, his address is 1244 Pittsburgh Street, Jackson, Mississippi.

I have a young Negro veteran from Beaumont working full-time at this in Texas. His name is Jewel M. Tatum, 2020 Cable Street, Beaumont, Texas. I have written to Tatum and asked him to pay you a visit the next time he is in Dallas.

Of course, as you see, the key to the thing is in using some Negroes in a professional capacity. They draw the whole Negro community along with them.

We are all of mixed feelings about the things that are happening to Farm Security. You know what I would like to see is a humpty-dumpty job.

Sincerely,

George S. Mitchell

GSM:w

UNITED STATES DEPARTMENT OF AGRICULTURE
FARM SECURITY ADMINISTRATION
Parry Avenue at Commerce
Dallas 1, Texas

IN REPLY REFER TO
R8-JHW

SEP 23 1946

Mr. George S. Mitchell, Director of Veterans Services
Southern Regional Council, Inc.
Room 432, 63 Auburn Avenue, N. E.
Atlanta 3, Georgia

Dear Mitchell:

I was very glad to receive your letter, and thoroughly appreciate your thoughtfulness in sending me "A Survey of Veterans Services for Negroes in Arkansas."

The pamphlet has been studied with a great deal of interest, and I wish we had as much information on the subject in this region. From the little information available, I am prompted to think it about states our situation.

Conditions in Oklahoma have improved some since the appointment of four Negroes by Veterans Administration as Contact Officers; two of these are in agricultural and two are in industrial training. Todate, as far as I am able to determine, no Negroes have been appointed in Texas to overhead leadership positions to assist Negro veterans in interpretating this their greatest opportunity. We are concerned about this and are doing our best to arouse our field personnel to its responsibility of supplying leadership to these veterans. I would appreciate information on what subsequent use will be made of this study to bring about corrective measures.

I wish to take advantage of this opportunity to congratulate you and your organization on the splendid effort you are making in educating the South to our responsibility.

Sincerely,

Lee Ozbirn

McCrumby-Brooks VFW Post #5617
411½ E. 9th Street
Fort Worth 3, Texas

October 9, 1946

Mr. Joseph F. Albright
Special Assistant
to General Omar Bradley
Veterans Administration
Washington 25, D. C.

Dear Mr. Albright:

As early as February 18, 1946 the newly organized McCrumby-Brooks VFW Post #5617, recognized the need and began efforts to secure a Negro worker in the Veterans Administration to counsel with returning Negro veterans. Our first efforts (See Feb. 18, 1946 copy of letter to Mr. Fred R. Carpenter Personnel Director V.A.) resulted in the employment by the School Board of one of our members as Training Service Officer. As this appointment approached only a partial solution to our problems, we began a vigorous campaign as shown by the following information for securing further appointments of competent Negro veterans on the staff of the Veterans Administration in this area.

Pursuant to the conference held at 2011 N. Washington Street, Dallas, Texas on October 2, 1946 at 3:00P.M. with you and the committee from the McCrumby-Brooks VFW Post #5617 and representatives of the Fort Worth's Veterans Affairs Committee as conferees, we are, hereby, sending a complete account of our efforts to have Negro Contact Representatives placed in the Veterans Administration of Branch 10.

First, our Post planned an All Veterans mass-meeting where the problems faced by Negro veterans were discussed. Although we had only four days to publicize the meeting, there were over three hundred veterans present. Our guest speaker for the evening (3-18-46) was Attorney Garrett E. Middlebrook, who is now Commander of VFW Post #708 and who on that night gave a brief explanation of benefits offered by the G.I. Bill of Rights and declared his intention of working to assure equal participation in same for all veterans regardless of race, creed or national origin. The matter of employment in the U. S. Employment Service and Veterans Administration was then placed in the hands of the Veterans Affairs Committee which is composed of both citizens and veterans.

On May 5, 1946 at another veterans mass-meeting the Veterans Affairs Committee presented resolutions dealing with Housing, Training, Employment of Negro Veterans on the staff of the local Veterans Administration and U.S.E.S. offices. Since provisions of adequate training for G.I's was the most outstanding issue at the time all other resolutions, except the one on Training were held in abeyance pending action on the letter. The Resolution regarding the V.A. Office was signed by approximately 100 veterans. (See photostat)

Early in June, 1946, the director of the U. S. Employment Service and a proxy for the Fort Worth Office of the V. A. Conferred with a committee from our Post. Both of these representatives assured us of their cooperation in securing employment of Negro veterans on their staff as Interviewers or Contact Representatives. They gave us the names and addresses of their Regional and State Directors and assured us that they would work in keeping with instructions of said officials.

On June 15th via of telephone, a conference for June 17th to belheld in the Dallas office was arranged by the Secretary of our committee. It was at this conference that our committee was informed by Mr. Tom Rayburn, Regional Director that what we sought was not and interviewer in the Veterans Administration, but a Contact Representative. After our case had been stated, Mr. Rayburn readily agreed with us that a capable Negro veteran is best suited to service or counsel with a fellow Negro veteran and assured us that the Veterans Administration is aware of the intensity of the problems faced by Negro veterans and is doing everything in its power to facilitate services to these men. He requested that we send to his office information as to the number of Negro veterans in Fort Worth and Tarrant County, the types of services requested by them, and a recommendation of qualified persons for the position of Contact Representative, and that we have Negro organizations of Fort Worth send to his office letters expressing their opinion as to the wisdom, need and desire for such a representative with the Fort Worth office. Among organizations informing us that they had fulfilled the request made by Mr. Rayburn are : Fort Worth Urban League, Fort Worth Interracial Committee, Fort Worth Interdenominational Ministers Alliznce,Fort Worth Branch N.A.A.C.P., Y.W.C.A., Crime Prevention Society, Fort Worth Citizens Committee, Ruth Charity Club, Lake Como Civic League, etc. We requested information from the U.S.E.S. In regard to the need of Negro veteran applicants and we sought information from the Negro Training Service Officer of the Public School System and information as shown on the June 26th copy of our letter to Mr. Rayburn was secured.

Several weeks passed after above information had been forwarded to Mr. Rayburn's office following which we inquired of him via of telephone as to what progress was being made in regard to our request. He informed us that, to cover the whole field of veterans problems, the Regional V. A. Office is working through State Offices of Veterans of Foreign Wars of our request so that it could be worked out from that angle.

On June 19-21, 1946 at the State V. F. W. Encampment which was held here in Fort Worth, our Post proposed a resolution calling for the employment of Negro representatives as Interviewers or Contact persons on the State and local staffs of the V. A. We wrote a letter to Mr. M. G. Frost, our Department Adjutant on October 8th, 1946 requesting information as to whether said Resolution was passed. (See copy)

On October 2nd, 1946 we had the delightful pleasure of recounting the entire story of our efforts to you, at which time we sincerely hope that we were able to impress you with the avowed desire of both the Fort Worth and the Regional offices to be helpful in working out a satisfactory solution to the situation at hand. We sincerely feel that both of these offices will give their cooperation in the employment of at least one Negro Contact Representative in this Area.

We are very much aware of the need for both a Contact Representative and a Guidance center for Negro veterans in Fort Worth and Tarrant County because of the fact that our office, (Robinson Construction Co.) which is being used as a tempory headquarters for our Post, is visited by an average of five or more veterans each day seeking in-

formation or assistance in regard to housing, loans, compensation, training, hospitalization, discharge adjustments and the whole gamut of veterans problems. Please understand that the local V. A. office has been most cooperative on all of these matters but the Negro veterans almost invariable bring their problems to us before going to the office of the V. A., Red Cross, and other agencies established to serve them. It is our opinion that these men prefer discussing their problems with a fellow Negro veteran or a Negro Social Worker rather than the personnel of agencies just mentioned because the personnel of these agencies is all white.

Although established agencies announced their preparedness for assisting veterans in filling out their Terminal Leave forms, our office voluntarily assisted more than 350 veterans in filling out said forms. This, in itself, is indicative of the fact that Negro veterans prefer to be served by a fellow Negro.

Thanking you very kindly for the assistance we know that you will give, I am

Very truly yours,

Charles H. Robinson, Commander
McCrumby-Brooks V. F. W. Post #5617
Chairman-Veterans Affairs Committee

cc: Mr. Tom Rayburn, Regional Director-Dallas, Texas
Mr. Jesse Gray, Director Fort Worth Office
Col. T. G. Lanpheir, Director, Branch Office #10

COPY

tex

October 10, 1946

Mr. Carter Wesley
Houston Informer
P.O. Box 3086
Houston, Texas

Dear Mr. Wesley:

You asked yesterday for a copy of Mr. Harry Wright's report. Here it is.

I have asked our field agent in Texas to go and see you. He is Mr. Jewel M. Tatum, 2020 Cable Street, Beaumont.

Sincerely,

George S. Mitchell

GSM:w

Parry Avenue at Commerce
Dallas 1, Texas

RS-JHW

OCT 18 1946

Mr. Harry L. Wright, Field Representative
Veterans Services Division
1244 Pittsburg Street
Jackson, Mississippi

Dear Mr. Wright:

Just a few days ago, I had a very interesting talk with Mr. Jewel M. Tatum of Beaumont, Texas, who had come into the office for a conference with Mr. E. Lee Osbirn, regional director, Farm Security Administration.

As a result of our conversation and his acquaintance with Mr. Osbirn, and the regional set-up, he was prompted to suggest a conference to work out details for developing strategy to improve the veterans' training program here in Texas. We thought it would be a good thing for you, Mr. Tatum and myself to get together and discuss this matter.

Having visited several of the training programs in Oklahoma, and having had extensive talks with Robert Lee, contact representative in agriculture, who is in charge of the work in the eastern half of the state, I'm of the opinion that, if the program continues to develop in Oklahoma, commensurate with the start that has been made, we should be able to use it as a means of convincing the Veterans' Administration here in Texas that the system, based on the Oklahoma pattern, will succeed here.

Since Oklahoma is a part of this region, I have on numerous occasions come in contact and worked with the present four Negro contact representatives for Veterans Administration in Oklahoma; two of these being in industry and two in agriculture, one each serving the eastern and western half of the state. It is our belief that with the emphasis being placed on veterans' preference for farm loans, we should be able to develop a program of mutual interest.

I shall be pleased to hear from you about this matter.

Sincerely yours,

JHW

John H. Williams,
Sr. Administrative Asst.
Region VIII
FSA

JHW/hgb 10-17-46

cc: Mr. E. Lee Osbirn, Reg. Dir.
Mr. George S. Mitchell, Director
Veterans Services, Southern Regional Council, Inc.
Mr. Jewel M. Tatum, Beaumont, Texas

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★

P.O. BOX 3086
2418 LEELAND
HOUSTON 3, TEXAS

October 21, 1946

Mr. George S. Mitchell
Southern Regional Council, Inc.
63 Auburn Avenue, N. E.
Atlanta, 3, Georgia

Dear Mr. Mitchell:

Thanks so much for yours of October 10, inclosing a copy of Mr. Wright's report. We enjoyed having it read, and I expect to get pleasure and service out of it in my work out here.

It was good seeing you, and I send my regards to you and the other members of the staff.

Sincerely,

Carter Wesley

/d

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UNITED STATES DEPARTMENT OF AGRICULTURE
FARM SECURITY ADMINISTRATION

Dallas 1, Texas

IN REPLY REFER TO
R8-JHW

OCT 25 1946

Mr. George S. Mitchell,
Director of Veterans Services
Southern Regional Council, Inc.
Room 432, 63 Auburn Avenue, N. E.
Atlanta 3, Georgia

Dear Mr. Mitchell:

Acknowledgement is made of the receipt of a copy of your letter addressed to Mr. Harry L. Wright, which you forwarded to Mr. John H. Williams.

Mr. Williams is expected in the office the latter part of next week and at that time the communication will be brought to his attention.

Very truly yours,

Henriellon G. Braswell
(Mrs.) Henriellon G. Braswell
Secretary to Mr. Williams

TEXAS

The Vocational Outlook

★ Veterans Administration regional offices now have sets of manuals on small businesses, prepared by the U. S. Department of Commerce, which may be borrowed by disabled veterans planning to go into business or to take on-the-job training. Those available describe metal working, shoe repairing, small sawmill business, apparel store, automobile repair shop, retail bakery, beauty shop, dry cleaning, electrical appliance and radio shop, grocery store, hardware store, service station, painting and decorating contracting, real estate and insurance brokerage, and concrete block making. In preparation are manuals dealing with building contracting, heating and plumbing, laundry, restaurant, and variety and general merchandising.

★ A Department of Commerce booklet, *The Pattern of Expenditures for Nonfarm Residential Repair and Maintenance* records that homeowners spent two-thirds as much for repair of buildings as for new homes from 1929 to 1944. Painting is the type of work done by the largest number of home owners.

★ A permanent transparent coating for glass that successfully conducts electric current over the glass panel, has been developed by the Pittsburgh Plate Glass Company. Known as Nesa, it will eliminate aircraft windshield icing.

★ Steel output for the second quarter of 1946 was 15,593,096 tons or about 69 per cent capacity.

★ The American Theater Wing (Manhattan) has held a school for veterans returning to the entertainment field which includes an eight-week course in television. Job prospects in television, directing, acting, writing, scenic design and types of program, were included in the curriculum. There were 340 ex-professionals enrolled.

★ A study of vocational teachers' salaries is being made by the U. S. Office of Education.

★ Texas has a contract with the Veterans Administration for veterans' education in agriculture, distributive education, trade and industrial education, and family life education. Separate Veterans Vocational Schools may be established in local communities, and in other than the established school buildings. A separate veterans education staff has been provided by the State Board for Vocational Education.

★ Two Wisconsin FFA chapters, Endeavor and Montello, cooperated in a conservation program last year. More than 2,000 trees and shrubs were planted for game food and cover and approximately 750 pheasants were hatched.

★ A $38,000 advance for the preparation of plans and specifications for a junior high school in Nutley, N. J., has been approved by the Federal Works Agency. The project is estimated to cost $1,223,000.

★ A National Distribution Council has been formed by the U. S. Department of Commerce to help industry improve its distribution capacity and efficiency, and prepare for the coming buyer's market.

"Real" Teaching

(Continued from page 20)

the assistance of her supervisor, selects activities that she feels will help her most in teacher growth. Many home visits are made and all have opportunity to observe and assist with out-of-school youth or adult classes.

Living in the community gives the student teacher time to get better acquainted with high school students, their parents, and homes.

Full-time is devoted to the school and community rather than time divided between being a teacher and a co-ed.

The present training program provides for a high degree of correlation between the methods courses and student teaching. In fact, the teaching situation and the needs of the student in relation to handling that situation determine the areas of study in the methods courses. The organization of the three-credit methods course taken parallel with the out-state student teaching is entirely on an individual basis. Concentrated study is done on the problems being undertaken at the time.

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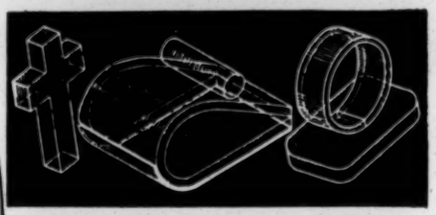

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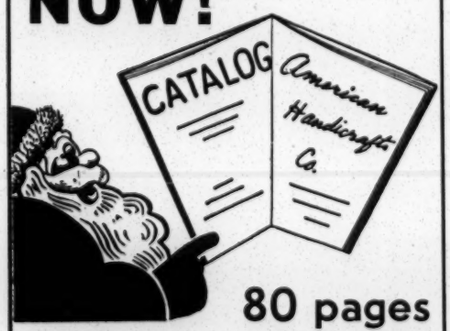

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With the Associations

▸ New developments in Ohio farming and new methods of teaching, highlighted the program of the Annual Conference of Ohio Teachers of Vocational Agriculture at Ohio State University this year. More than 200 teachers were in attendance. Among the new methods demonstrated and discussed were use of D.D.T., forced air curing of hay and grain, farm freezer lockers, vitamins in calf feeding, artificial insemination of dairy cattle, new clover varieties and grading, packaging of poultry, and cut-out values of hogs. New officers for the coming year are: President, Edward M. Caldwell, Frankfort; vice president, R. D. Lemon, Van Wert; secretary-treasurer, C. W. Shaver, Gallipolis.

▸ Louisiana state and district officers and club advisers in FHA met at Natchitoches to plan a program of work and give training in leadership responsibilities. Committees assumed responsibility for planning a state work program, programs for meetings during the year, budgets for state and district expenditures, state and district meetings, state and district projects, revision of the constitution, state newsletters, and ways of stimulating clubs to be more active. Under the guidance of the Home Economics Division of the State Education Department and state officers, four district meetings were held last spring for all club members. Attendance totalled 2,381.

▸ The annual meeting of the Indiana Vocational Association will be held October 24, at Indianapolis. Headquarters will be in Hotel Lincoln.

▸ California Industrial Education Association held its state convention jointly with the state conference on industrial education, and planned a membership campaign for this fall. Officers of the Association this year are Jack L. Anderson, San Jose, president; M. A. Grosse, Fresno, and Sidney McGaw, Oakland, vice presidents; David F. Jackey, Los Angeles, secretary-treasurer. Retiring president Virgil Volla reported that the Executive Council members are planning action on preparation of course of study, visual aids, and teaching aids of various kinds.

▸ The Pennsylvania Vocational Association has elected the following officers: President, David R. McClay, State College; secretary-treasurer, Henry S. Brunner, State College; editor, J. G. Allen, Scotland; vice president for agriculture, Arthur V. Townsend, Bedford; for business education, Robert VonDrach, Pottstown; industrial arts, Ward L. Myers, Muncy; trade and industrial, Howard W. Mench, Beaver Falls; home economics, Mary Kilroy, Pottsville.

▸ Officers of the Tennessee Vocational Association are: President, Mabel Yates, Mt. Pleasant; vice president for agriculture, Ray Cox, Henry; home economics, Dorothy Wood, Knoxville; trade and industry, Weir Williams, Memphis; distributive, Mary Petree, Kingsport; industrial arts, O. L. Freeman. Secretary-treasurer of the Association is W. A. Seeley, state supervisor of trade and industrial education. G. E. Freeman, state director of vocational education, is advisor.

Modern Apprentice Training

(Continued from page 9)

quested the co-operation of vocational education in training their apprentices. The Committee has approved a revision of related subjects courses for the railroad crafts and has appointed management and labor representatives in each proposed training center to advise with state and local vocational education authorities. The problem facing vocational education is to give service with uniform efficiency throughout the system, regardless of the state or locality in which training is conducted.

The Union Pacific General Committee has requested assistance of vocational education in developing basic related instructional material for six railroad crafts. A number of states in which the System operates are cooperating. California, Colorado, Idaho, Nebraska, Oregon, and Utah are each working on a particular craft with management and labor representatives appointed by the General Committee. The plan contemplates instructional material in small packages arranged specifically in relation to work schedules of apprentices, and an instructor's manual geared to the apprentice handbook, implementing individual instruction.

The proposed training program for the two railroads was initiated by the Apprentice-Training Service in cooperation with railroad labor and management. Other major railroads are watching these projects. Their success will no doubt mean the expansion of apprentice training for the railroad crafts and perhaps point the way for interstate training programs in other industries.

Texas

November 8, 1946

Mr. John H. Williams
Senior Administrative Assistant
Region VIII
Farm Security Administration
Parry Avenue at Commerce
Dallas 1, Texas

Dear Mr. Williams:

Please accept my regrets for the delay in answering your letter of October 17th; I have just returned to Atlanta from an extensive field trip.

I am very much concerned about the opportunities Negro veterans are missing in agriculture. I can arrange to meet you at your office in Dallas on November 20th. Mr. Tatum is coming to Atlanta next week; we can arrange to arrive in Dallas together on the 20th if this date is acceptable to you.

Thank you for your interest in this matter.

Sincerely,

Harry L. Wright

HLW:w

tgx

November 22, 1946

Deputy Administrator
Veterans Administration
Dallas, Texas

My dear Sir:

I enclose a recent leaflet on services to Negro veterans in Louisiana. I am sure you have much to read, but I would be grateful for your particular interest in the subject.

Sincerely,

George S. Mitchell

GSM:w

VETERANS ADMINISTRATION
Central Office Rm. 118
October 30, 1946

Mr. Chas. H. Robinson
V.F.W. Post 5617
411½ E. 9th Street
Fort Worth, Texas

Dear Mr. Robinson:

In response to your letter of October 24, 1946, please be advised that this office has no further comment to make at this moment upon the matter involved. The office of the Deputy Administrator in Dallas, Texas has been advised upon the attitude of your Post, and has the matter under advisement at this time.

Very truly yours,

(S)

Joseph F. Albright
Special Assistant to
the Administrator

C
O
P
Y

VETERANS OF FOREIGN WARS

Fort Worth, Texas
December/6, 1946

Chas. H. Robinson, Comdr.
VFW Post #5617
411½ E. 9th Street

Mr. Jewel M. Tatum
2020 Cable Street
Beaumont, Texas

Dear Mr. Tatum:

Following is the list of colored Posts in the Department of Texas:

No:	Location:	Post Commander:
4134	Texas City	James Spivey, 625 - 1st Ave. Southe
4395	Texarkana	Will Wright, 119 S. Capp St.
4676	Borger	Floyd Hickman, P. O. Box 1062
4711	Houston	Milton King, 1911 Chartres St., Houston
5075	Galveston	Preston L. Jones, 3324 - N½
5617	Fort Worth	Charles H. Robinson, 411½ E. 9th St.
6719	Waco	Jack Oakes, 207 Warren St.
6386	Mexia	K. W. Houston, 306 W. Palestine St.
6526	Denison	Walker Thomas, 331 W. Bond
6798	Seguin	Harry V. Burns, Box 161
6795	Corpus Christi	A. R. Branch, 1717 Lexington St.
5874	Tyler	Jerrimiah Simmons, 1414 N. Dorgan

Probably other posts have been added since we obtained the above list. Our State Commander, J. Henry Perry, Temple, Texas, will gladly give you additional information on this and any other matter regarding the Veterans of Foreign Wars of Texas.

It was a pleasure to have talked with you and I do hope you will stop in whenever you are in Ft. Worth.

Yours in comradeship,

Chas. H. Robinson, Comdr.

CHR/ew
Encl. 2

UNITED STATES DEPARTMENT OF AGRICULTURE

FARMERS HOME ADMINISTRATION
Parry Avenue at Commerce
Dallas 1, Texas

IN REPLY REFER TO
R8-JHW

NOV 13 1946

Mr. George S. Mitchell, Director
of Veterans Services
Southern Regional Council, Inc.
Room 432, 63 Auburn Avenue, N. E.
Atlanta 3, Georgia

Dear Mr. Mitchell:

Enclosed please find copy of a letter which is self-explanatory.

Please have forwarded to me fifty (50) copies of "A Survey of Veterans Services for Negroes in Arkansas", by Harry L. Wright, for distribution to interested persons.

Sincerely yours,

John H. Williams

John H. Williams,
Senior Administrative Assistant

Attachment - 1

Sent 11/27/46

(This letter sent to Negro Extension Workers, Vocational Agriculture workers and other interested persons.)

XXXXXXXXXXXXXXXXXXXXXXXXXXXXX
FARMERS HOME ADMINISTRATION
Parry Avenue at Commerce
Dallas 1, Texas

RS-JHW

Mr. A. Maceo Smith, President
Texas Negro Chamber of Commerce
2011 North Washington
Dallas 4, Texas

Dear Mr. Smith:

Mr. George S. Mitchell, director of Veterans Services, Southern Regional Council, Inc., has communicated with us in reference to improving the training program of colored veterans here in Texas.

It is our desire to accumulate sufficient data to enable us to bring out both the good and bad points in the services to colored veterans, at the earliest possible date, as we are expecting a conference with interested persons within the very near future.

Therefore, we are asking the opinion of representative people as to the merits of the program as it now operates. We would like very much to have your opinion of the service being rendered to colored veterans, with special emphasis on the training program. Send us whatever information that you have.

We think that the enclosed pamphlet entitled "A Survey of Veterans Services for Negroes in Arkansas", by Harry L. Wright, pretty well reflects the situation as it exists here in Texas. May we suggest that you read it carefully before giving us your reply.

We hope that we may hear from you at an early date.

Sincerely yours,

JHW

John H. Williams,
Senior Administrative Assistant

Enclosure - 1

December 9, 1946

Mr. Lee Osbirn
Farmers Home Administration
U. S. Department of Agriculture
Dallas, Texas

Dear Lee:

My people have written me in praise of the things Mr. Williams got under way on veterans.

Thank you and him very much indeed for this helpful kindness,

Sincerely,

George S. Mitchell

GSM:w

Texas

December 17, 1946

Mr. Charles H. Robinson
VFW Post #5617
411½ E. 9th Street
Fort Worth, Texas

Dear Mr. Robinson:

Mr. Jewel M. Tatum has told me of your exceptional kindness to him when he was recently in Fort Worth, and of your own lengthy efforts to make things move in the way of services and training for Negro veterans. I think I have a good understanding of the steps you have been through. I should like to add my appreciation to Mr. Tatum's for your earnest and self-sacrificing work.

In case Mr. Tatum did not give you a sheaf of our little booklets on the problem you have been attacking, here they are.

Sincerely,

George S. Mitchell

GSM:w

VETERAN'S TRAINING PROGRAM CONFERENCE

November 20, 1946
Dallas, Texas

The following persons met in conference, Wednesday evening, November 20, in the office of John H. Williams, Farmers Home Administration, Parry Avenue at Commerce St., Dallas, Texas: Harold L. Wright and Jewel M. Tatum, Regional Southern Council, Inc., Lawrence J. Washington, D. C. and John H. Williams, Dallas, Texas.

The purpose of this meeting was to map plans and chart a course of action for checking up on the benefits Negro veterans are deriving from the veterans' training program in Texas, and just what can be done in the way of stimulating greater participation on their part.

Mr. Williams opened the discussion by asserting there was a definite need of bettering the veterans training program in Texas, as relates to Negroes. He produced correspondence from Negroes throughout the State corroborating this fact.

Mr. Washington spoke up and asked Mr. Wright just what was he trying to do, and what plans did he have in mind for carrying out same.

Mr. Wright together with Mr. Tatum said in part, as follows:

It was thought that a conference should be arranged with the heads of the Veterans Administration and find out just what the program is for veterans, and just how Negroes will fit into the program; get official statements on policy and aids of Veterans Administration.

It was felt that the main hindrances to Negro veterans

benefiting from the GI Bill of Rights were: (1) lack of Negro employees, to serve as liaison between the Veterans Administration and the Negro veteran, (2) inadequate dissemination of information and, (3).....

Mr. Wright said there was in each State an advisory committee, purely voluntary, composed of groups of business men, who advised the veterans administration about white veterans' problem, but that what we needed are workers in communities, bona fide employees, not honorary members. We have the problem of getting Negroes on the program, getting them interested in the GI Bill of Rights. "I've found that the average white man of the South will respond to the appeal that more money will come into the South with the activation of a specific program," he said.

Steps in Solving Problem

First, we need to get around and find out what services are available to Negroes; Second, try to get additional facts.

First objective should be to get Negroes on Federal payroll in other capacities than janitors and maids. Negro veterans will be much better benefitted by having Negroes in administrative jobs.

There is a plan underway to set up a Veterans Guidance Center at Prairie View. Location is not ideal, as it is too far away from Veterans Administration headquarters.

Mr. Washington suggested that it might be a good thing if the movement was spearheaded by a local group, and Messrs. Wright and Tatum listen and take notes, merely supplying the neutral or outside interest. As a result, it was unanimously agreed that Mr. Bennett of the Negro Chamber of Commerce would be contacted and a conference arranged with him, to further formulate plans for a meeting the Veterans Administration heads.

Mr. Bennett was contacted and a conference arranged for Thursday morning at 9 o'clock.

Tex

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
FARMERS HOME ADMINISTRATION
Parry Avenue at Commerce
Dallas 1, Texas

RS-JHW

DEC 12 1946

DEC 17 1946

Mr. Harry L. Wright
1244 Pittsburg Street
Jackson, Mississippi

Dear Mr. Wright:

The committee on veteran affairs of the local Negro Chamber of Commerce has had several meetings since you were here. Although, no definite plan of action toward effecting an increased participation by Negroes in the veterans' training program has resulted, it is very encouraging to note the interest being manifested by the members of this committee.

We would like to be able to take to this group the following information: what has been done in Arkansas and Oklahoma with reference to Negro personnel to act as liaison between Negro veterans and the Veterans' Administration? What is the proposed set-up in these states, or any other states?

In approaching the Veterans Administration, it would be very helpful to the group here to know just what has been done in the matter of Negro appointments elsewhere.

We were very happy to learn that Dr. Mitchell had written Mr. Ozbirn a letter thanking us for the work done, and that he was pleased with the progress made so far.

We are wishing for you a very Merry Christmas and a Happy New Year.

Sincerely yours,

JHW

John H. Williams
Senior Administrative Assistant

hgb 12-18-46

cc: Dr. George S. Mitchell
Mr. E. Lee Ozbirn
Mr. Jewel M. Tatum

Texas

December 21, 1946

Mr. Rutland
State Department of Education
Austin, Texas

Dear Mr. Rutland:

I am sure you will be interested in the enclosed recent survey of services to Negro veterans in your neighbor State.

Sincerely,

George S. Mitchell

GSM:w

Tex

December 21, 1946

Deputy Administrator
Veterans Administration
Dallas, Texas

My Dear Sir:

I take pleasure in sending you several copies of a recent riview of services to Negro veterand in Oklahoma.

Sincerely,

George S. Mitchell

GSM:w

Tex

December 21, 1946

Mr. Lee Ozbirn
Farmers Home Administration
U. S. Department of Agriculture
Dallas, Texas

Dear Lee:

Thanks a lot for the information you so kindly gave me the other day.

Here is Harry Wright's little leaflet. I sent copies of it to each member of the Oklahoma delegation.

Sincerely,

George S. Mitchell

GSM:w

L. A WOODS.
STATE SUPERINTENDENT

STATE
DEPARTMENT OF EDUCATION
AUSTIN, TEXAS

January 6th

1947

Mr. George S. Mitchell
Southern Regional Council, Inc.
63 Auburn Avenue, N. E.
Atlanta 3, Georgia

Dear Mr. Mitchell:

Thank you very much for the article A SURVEY OF VETERANS' SERVICES FOR NEGROES IN OKLAHOMA.

I hope that you will continue to send me such material because we are very much interested in getting all of the information we can concerning the activities of other states in educating their Negro population.

Very sincerely yours,

J. B. Rutland

J. B. Rutland
Director of Negro Education

JBR:EM

February 6, 1947

Mr. John H. Williams
Senior Administrative Assistant
Farmers Home Administration
U. S. Department of Agriculture
Dallas 1, Texas

Dear Mr. Williams:

I regret that duties have delayed me in answering your recent letter. In a few weeks, I will assemble the information on Negro personnel employed by Veterans Administration in Southern States and send it to you.

Here is a copy of my Oklahoma study. I am not sure whether my office has sent you one of these.

I am off in a day or two for a tour of the Carolinas and Virginia. On my return, I will write you a long letter. Thank you for your continued interest in the problems of our veterans.

Sincerely,

HLW/lg

Harry L. Wright

THE UNIVERSITY OF TEXAS
SCHOOL OF EDUCATION
AUSTIN

DEPARTMENT OF EDUCATIONAL PSYCHOLOGY

Texas

9 Feb. 1947.

Dr. George S. Mitchell,
906 Lullwater Rd.,
Atlanta, Ga.

Dear Dr. Mitchell:

Thanks greatly for the copy of your article "Vocational Schools for Veterans" which came a few days ago.

This afternoon, I have been attempting to gather some ideas together for a talk later on this week before a local Education group on "New Ideas from the Detroit Conference" and without the official proceedings as yet in hand, and only a few notations respecting our resolutions, my memory has been slightly strained. I trust you will forgive me if I recall your having told me at Detroit some of the good suggestions included in your article -- and perhaps you did mention them to me there, I could have forgotten -- but you will be given credit for them.

Thanks again for remembering me.

F. J. Adams

F.J. Adams

A/jap

March 3, 1947

Mr. John Williams
Farmers Home Administration
U.S. Department of Agriculture
Dallas, Texas

Dear Mr. Williams:

Some time ago, you requested me to supply you with such information as this office had relative to the number of Negroes employed in Southern states by the Veterans Administration.

An enclosed copy of Dr. Mitchell's letter to Mr. Thomas of the National Urban League will supply you with all the information we have been able to gather on the subject. I hope you will find this of value.

Sincerely,

HLW/LG

Harry L. Wright

Enclosure: (1)

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
FARMERS HOME ADMINISTRATION
Parry Avenue at Commerce
Dallas 1, Texas

RS-JHW

Mr. Harry L. Wright
1244 Pittsburgh Street
Jackson, Mississippi

Dear Mr. Wright:

Attached please find copy of a letter which is self-explanatory.

I shall be glad to receive any suggestions relative to preparing for the conference proposed by Mr. Mitchell.

Sincerely yours,

JHW

John H. Williams,
Sr. Administrative Assistant

Attachment - 1

cc: Mr. George S. Mitchell, Director
of Veterans Services
Southern Regional Council, Inc.
Atlanta 3, Georgia

1. How many entered the service in World War II from Texas?

Approximately 800,000

2. How many who served in World War II are discharged to date?

It is estimated that 650,000 have been discharged.

3. How many veterans in Texas are taking:

On-The-Job-Training?

Public Law 16 as of August 31	2,370
Public Law 346 as of August 31	26,895

Institutional Training?

Public Law 16 as of August 31	6,006
Public Law 346 as of August 31	35,442

4. How many negroes are working in Texas as vocational advisors?

A guidance center is being set up at Prairie View University which will employ 1 vocational advisor, 1 training officer and sufficient clerical personnel to staff the office.

No negroes are employed as contact representatives, none as interviewers.

5. How many "GI" loans have been made in Texas

Cumulative to August 31, 1946:

Farm Loans: 841
Home Loans: 12,221
Business Loans: 1,854

6. How many veterans in Texas drawing the Readjustment Compensation?

Averaged 118,449 a week in June.

RESOLUTION

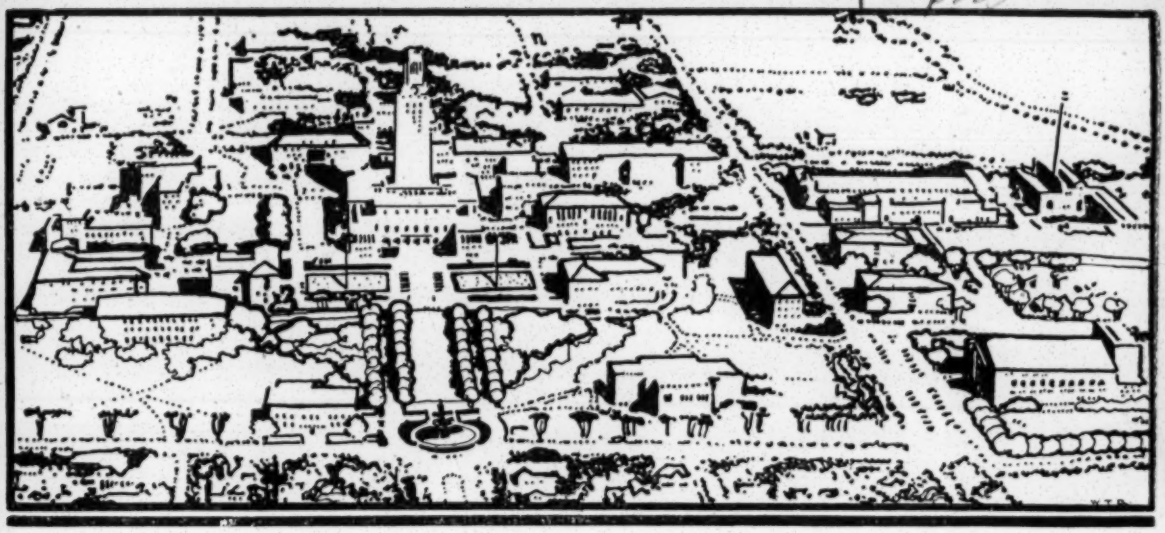
Whereas, Many returning Negro war veterans wish to take advantage of the G.I. Bill of Rights; and Whereas, The problems of Negro veterans can best be understood and appreciated by a fellow Negro veteran, and Whereas, There is the need for sympathetic understanding of the intensity of problems faced by Negro veterans

Be it Resolved: That this 25th Annual Encampment of the Department of Texas, Veterans of Foreign Wars of the United States now assembled, go on record as requesting the employment of capable Negro veterans as interviewers and contact representatives in the State, Branch and Local offices of the Veterans Administration to assist Negro war veterans of Texas in receiving all benefits of the G.I. Bill of Rights.

Signed: Resolutions Committee
McCrumby-Brooks V.F.W. Post #5617

_____, Chairman
Lorenzo P. Johnson
Charles H. Robinson, Commander

Texas



Educational Opportunities for Veterans at

THE UNIVERSITY OF TEXAS

AUSTIN, TEXAS

Austin is the capital city and educational center of Texas. Its good climate, and lake and river areas provide excellent recreational opportunities. Lands were set aside for the University by the Congress of the Republic of Texas in 1839. Classes began in 1883 and prewar enrollment was in excess of 11,000 students, taught by a faculty of more than 500. The campus includes about 225 acres and has some 25 buildings, exclusive of dormitories. The Library, largest in the South, contains some 750,000 volumes.

OPPORTUNITIES: Veterans are eligible for specific benefits under both State and Federal programs. If you do not qualify under the Federal program, for any reason, and are a citizen of Texas, you may still be eligible for exemption from paying fees under Texas statute.

WHO IS A VETERAN? Any man or woman who served in the armed forces of the United States after Septembe 16, 1940, and prior to the cessation of hostilities, is a veteran.

ARE WOMEN ELIGIBLE? Any woman meeting the requirements set forth in the following paragraphs is eligible for benefits on the same basis as male veterans.

THE "G. I. BILL OF RIGHTS": Current publications have given you complete details of the program authorized by Congress under Public Law No. 346, 78th Congress, popularly known as the "G. I. Bill of Rights." A brief summary of the principal educational provisions of the bill follows:

ARE YOU ELIGIBLE? Veterans having at least 90 days of active military or naval service, some or all of which was in the period since September 16, 1940, and prior to the end of the war, and with a discharge other than dishonorable, are eligible. Veterans over 25 years of age when entering the service will need to show that their education or training was delayed or interfered with by reason of military or naval service in order to receive more than one year of education.

Veterans are eligible for a year of refresher or retraining courses, regardless of age. Training must be started within two years from either the date of the veteran's discharge, or the end of the war, whichever is later.

HOW LONG CAN YOU ATTEND COLLEGE UNDER THE "G. I. BILL"? The first 90 days of active service entitle a service man or woman to twelve months of education or training or a refresher or retraining course at an approved educational or training institution. These twelve months of training are the right of anyone who has had as much as 90 days in active service, regardless of his age when inducted. If the service man or woman was not over 25 years of age when inducted, or if his actual, in-progress educational program was interrupted by induction, such a service man or woman is entitled to as many months of additional (to the first twelve months) education or training as he has actively served in the armed forces after September 16, 1940. In no case will the period of education exceed four calendar years. All training must be completed within seven years from the termination of World War II.

Time spent in the Army Specialized Training Program or the Navy College Training Program, if such courses were a continuation of a civilian course and were pursued to completion, or time spent as a cadet or midshipman at one of the service academies, cannot be included.

TUITION, EXPENSES, AND ALLOWANCES: Your expenses for tuition, books, fees, and equipment, up to $500 for each ordinary academic year, will be paid by the United States Government through the Veterans Administration. In addition, you will receive $50 a month for subsistence if you have no dependents, and $75 a month if you have one or more dependents.

If you do not carry a full-time academic load, your subsistence payments may be reduced in proportion to the load.

HOW TO BEGIN: The Veterans Administration has provided regional offices for your specific help. The regional office serving most of the State of Texas is located at Waco.

Veterans Administration Form 1950 is the one you should use for filing your application with the Veterans Administration for training under the "G. I. Bill." This form may be obtained from the Veterans Administration, or its representatives.

If you are eligible under the "G. I. Bill," you are then advised that you may elect your course of training and select an approved institution. When you register for this training in the institution, it will forward to the regional office a certified copy of the notification from the Veterans Administration establishing your eligibility and a certified statement showing the details of the course of study you have selected, including the date you commence training.

DISABLED VETERANS: If you have been discharged from the armed forces for physical reasons, regardless of the length of time of service, you should apply for the benefits provided under the provisions of Public Law No. 16, 78th Congress. Application should be made to the Veterans Administration on Form 526, which can be obtained from the Veterans Administration or its representatives. Local Red Cross Chapters, American Legion Posts or any Veterans organization will have a supply of this form.

Veterans Administration Rating Boards will determine:

a. Whether or not your disability is pensionable.
b. Whether or not you have a vocational handicap.

If the answer to these questions is in the affirmative, you will be furnished a Form 1900, which constitutes your application for vocational rehabilitation. You will be called in to a Veterans Administration office for consideration of your need for training. Should you be called for a personal conference, you will be furnished the necessary transportation, meals and lodging to enable you to perform the journey.

If a course of training is decided upon, pension payments for the period of education or training under this law will be $92 a month if you have no dependents, $103.50 if you have a wife but no child, $109.25 if you have a wife and one child, and $5.75 for each additional child, plus other benefits for mother or father dependent on you for support.

All training must be completed within six years from the termination of World War II.

Those eligible under both bills should carefully compare the benefits they can receive under each.

EDUCATION AVAILABLE: Under the "G. I. Bill," veterans are entitled to educational training in high school, vocational school, or college, including graduate work. The maximum period of educational training is four calendar years.

You are free to select the college or university you prefer, whether that institution be in the state in which you reside, or elsewhere.

THE VETERANS ADMINISTRATION does not admit students to colleges and universities. Admissions and educational policy remain under the control of the educational institution. The Veterans Administration will administer the benefits under the Federal Bills for veterans, and it maintains a representative at The University of Texas. His office is in Garrison Hall 208.

CREDIT FOR WORK IN ARMED FORCES: In general, American colleges and universities, including The University of Texas, are following the recommendations of the American Council of Education with reference to granting academic credit for military experience. This plan provides for granting credit on the basis of measured educational attainment and achievement. No general statement of the amount of credit that can be granted in a specific case can be made in advance since each case is different. Inquiry should be made of the Registrar of the University after the person concerned has been demobilized and is ready to apply for admission or readmission to the University.

CORRESPONDENCE WORK: The University of Texas, in co-operation with the Armed Forces Institute, offers a large number of credit courses by correspondence for the benefit of the military personnel. In general, the Government pays one-half the cost of such courses and the applicant the other half. Inquiry should be made of the Division of Extension of the University.

DEGREE PLANS AT THE UNIVERSITY will probably not be changed drastically after the war, although most of them are constantly undergoing minor modifications to fit changing conditions. If you prefer to continue a program of acceleration, you may do so by omitting your vacation periods, even if the University does return to its former calendar of a long session and two summer terms. On this accelerated plan, it is possible to complete almost any degree in from three to three and one-half calendar years.

Many of you have indicated a preference for returning to educational programs requiring a normal four years but allowing much needed time for more thorough research, study and recreation.

TERMINAL AND REFRESHER COURSES: The University has given and will continue to give careful study to the problem of junior or condensed courses for those who do not wish to complete a degree. As far as possible, present courses will be offered with due regard to prerequisites, but pointed toward a special training objective other than a degree. This program cannot develop fully until more is known of the practical problems of your requirements and needs, particularly in the direction of refresher education.

THE GRADUATE SCHOOL offers graduate degree opportunities in all the fields where undergraduate study exists. Information may be had by requesting it from the Registrar.

SCHOOLS AND COLLEGES AND THEIR DEGREES

College of Arts and Sciences
Bachelor of Arts
Bachelor of Journalism

Bachelor of Science in:
Chemistry
Geology
Home Economics
Physics

College of Engineering
Bachelor of Architecture
Bachelor of Architecture in Regional and City Planning

Bachelor of Science in:
Aeronautical Engineering
Architectural Engineering
Chemical Engineering
Civil Engineering
Electrical Engineering
Mechanical Engineering
Petroleum Engineering

College of Fine Arts:
Bachelor of Fine Arts
Bachelor of Music

College of Pharmacy: Bachelor of Science in Pharmacy

School of Business Administration: Bachelor of Business Administration

School of Education: **Bachelor of Science in:**
Education
Elementary Education
Nursing Education
Physical Education

School of Law: Bachelor of Laws, Master of Laws

Graduate School: Various graduate degrees

Medical Branch, Galveston: Doctor of Medicine
Bachelor of Science in Nursing

School of Dentistry, Houston: Doctor of Dental Surgery

ADMISSION TO THE UNIVERSITY: Application for admission should be made to the Registrar, to whom requests for catalogues of the various divisions should be sent. In general, high school graduation is required for admission. However, individuals who are not high-school graduates but who are qualified to do college work may be admitted at the discretion of the Registrar.

THE VETERANS ADVISORY SERVICE has been created at The University of Texas and will operate under the general jurisdiction of the University Planning and Advisory Committee for Veterans.

A Co-ordinator and Associate Co-ordinator administer the program. The office of the Service is located in Garrison Hall 207. The mail address of the Veterans Advisory Service is University Station, Box 2106, Austin 12, Texas.

The purpose of the Service is to facilitate the entrance of the veteran in the University and his adjustment as rapidly as possible to University life, and to serve as liaison between him and the regularly established University agencies. The functions of the Service are as follows:

(1) To advise and counsel with veterans on their special problems, including educational programs, in co-operation with educational advisors, and regularly established University agencies.

(2) To assist veterans in making contacts for expert advice and assistance offered through regular University channels, and to assist and encourage teaching departments, schools and colleges in planning advisory service for veterans.

(3) To advise on the establishment of special programs to meet the special needs of veterans, with emphasis upon the normal standards of performance required of all other University students.

(4) To serve as a friendly orientation center for veterans and to co-operate with officials of the Veterans Administration assigned to The University in matters of mutual interest and concern.

* * * * *

Your problems are receiving serious study by the University, and we stand ready to answer questions or to help you otherwise in any way we can toward your return to civilian life and the completion of your education.

VETERANS ADVISORY SERVICE
THE UNIVERSITY OF TEXAS

Austin October 4, 1945

THE VETERANS' SERVICE COUNCIL OF BEAUMONT, TEXAS

WHAT IT IS

HOW IT WORKS

THE VETERANS' SERVICE COUNCIL
of
Beaumont, Texas

..... WHAT IT IS .....

..... HOW IT WORKS .....

This brief description of Beaumont's VSC organization is intended for use as source material by the Texas State Conference on Veterans' Information Centers. Beaumont is in the 50,000 - 200,000 population class; this description should be of particular interest to cities in that bracket.

In the summer of 1944, at a time when organization of veterans-aid was still a pioneering field, Beaumont created its Veterans' Service Council - a community group charged with the duties of aiding the veteran in his reconversion to normal living and coordinating the efforts of those agencies seeking to assist him.

Even at this early time Beaumont's people were conscious of the need for organizing their veteran program. In answer to the civic demand, Beaumont's mayor inaugurated the Council by calling a conference of those organizations and persons interested in this increasingly important problem. These representatives of thirty-five agencies found little to guide them when they met. The war was crowding thought of the small number of returning servicemen from

the priority plans of all governmental divisions. They were considering a problem still unlighted by experience, still only faintly foreshadowing the greater problem that victory would bring.

The need was manifest - to have one place where the veteran could get the answers to "Where to go?" - "Whom to see?", a center that could eliminate confusion from the efforts of the groups willing and anxious to assist him. They decided Beaumont had the resources to accomplish a solution and asked a committee to prepare a statement of policy and a working plan as a base on which to build. The final result was a flexible instrument, setting forth a strict definition of policy but giving broad latitude in operational methods.

The governing rule was to be this - the Veterans' Service Council, or VSC, was to be an information and referral center with certain advisory and counseling functions. It was to cooperate with existing organizations, encourage them in broadening their veteran programs - but it was not to usurp their duties or conflict with their efforts. Rather, it was to eliminate overlapping of such efforts. And further, it was to be on an independent, community-wide basis, representing no one agency or group of agencies, and its life was to be only as long as that of the need that created it.

As the Council took shape, fifty national, state, and local organizations joined in its efforts - an all-inclusive group made up of civic clubs, veterans' organizations, religious bodies, welfare agencies, schools, and many others.* The entire community was interested; the entire community cooperated. So it was that the Community Chest, reflecting that view, provided an adequate budget, and the municipal government furnished office space in City Hall.

The operating organization was well defined. There was set up a Council, made up of two representatives from each cooperating group, an Executive Committee to handle interim and routine questions, elected and appointed officers, and two paid, full-time workers as Director and Assistant to the Director.#

The Director, responsible for the day-to-day administration of the VSC, was chosen under a basic set of qualifications. These were: (1) wide business experience (2) a knowledge of counseling methods (3) a veteran, capable of "speaking the language" (4) a knowledge of the city

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* A detailed list of cooperating organizations may be found in the folder included in the Appendix.

A chart of Beaumont's VSC organization is in the Appendix.

and its people (5) an understanding of human nature and its problems. The Assistant should have a knowledge of veterans' problems through past experience with some service agency and be familiar with the veterans' assistance program, an extremely vital qualification.

It is the Director's duty to keep ahead of veteran trends, to analyze current and future needs. He does general counseling and advises and suggests on specific questions, sometimes using the offered aid of counseling experts in various fields. It is his responsibility to supervise office procedure and to prepare monthly reports to the Executive Committee on VSC's activities. The Assistant, in addition to secretarial work, maintains records, answers requests for information, and aids the Director in his administrative duties.

The Council itself is made up of two representatives from each interested agency; it is subject to call by the President to consider policy matters.

The Council elects three officers - a President, Secretary, and Treasurer. The President, it was decided, should have no close connection with any one veterans-aid organization but should have a very definite interest in the veteran. He is in close touch with the Director, maintains a check on the functioning of each phase of the

program, prepares recommendations and studies for submission to the Committee and Council, and assumes the usual responsibilities of his office, as do also the Secretary and Treasurer.

The President appoints chairmen who head the counseling and other activities in each of seven divisions: educational problems, medical problems, vocational problems, business counseling, psychiatric problems, family-social relationships, and community relations. Except in the last division, the chairmen assist the Director in preparing a resource file showing available counselors and contacts in each field; the center arranges counseling interviews for the veteran from this file. The chairmen also advise the Director and President on activities and reference procedure within their divisions. The Community Relations Division, unlike the others, devotes itself only to publicity for the VSC and the veterans' program as a whole.

The elective officers, the appointive officers, and nine members-at-large, who work on special assignments, constitute the Executive Committee. This Committee meets monthly to discuss developments, administer the Council's policies, and act on routine matters.

Within this fluid framework the Council has built by experience a knowledge of operating procedure that has

proved most valuable. Any over-all program is the sum of its minor details; their success assures the success of the whole. These "tips" on procedure are some of those devised and used by VSC:

(1) The VSC has not attempted to group representatives of veterans-aid agencies under one roof. From a location in City Hall it refers the applicant to the various organizations, nearly all of which are concentrated within a seven-block distance from the hall. In referrals to more distant agencies it provides bus tickets donated by one of the service clubs. The small daily visitation by veterans is not enough to occupy the time of persons who must await their coming and a possible referral - hence, this arrangement. Further, it permits each agency to have full and immediate use of its own facilities. Another consideration was the temporary nature of VSC; it was desired that when the job was done VSC could be ended without affecting the agencies with which it cooperated. The decision on consolidation is one that each city must make in the light of its own population and geographical lay-out.

(2) Maintenance of a referral file which will show quickly to whom the veteran should be sent for advice or help is important. Each listing should be checked for accuracy, degree of availability, consultation times, and the extent of

aid that it can render. The veteran justifiably hates a "run-around".

(3) Experience has shown that, whereas in the beginning discharges were mostly for medical or hardship reasons, the bulk of veterans now are seeking help in procuring benefits from national and state agencies.* Records, kept on each referral at first, now are maintained only on difficult or unusual problems. This is part of a desire to keep red-tape at a minimum and to allay the suspicion that leads an applicant to ask "What do you want my name for?"

(4) Servicemen and servicewomen were informed of the aid rendered by VSC in a mailed folder. Selective Service boards distribute the same folder to reporting veterans, requesting they make the Council their "second stop". Procuring domestic and foreign mailing addresses, sometimes a thorny point, was done by distributing blank cards to the city's school children who asked their parents and neighbors to fill out the cards and then returned them to the schools. Radio and press publicity was given to the campaign and results were good.

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* A breakdown by percentage of the types of referrals given is included in the Appendix.

(5) Offices and schedules are arranged to permit effective counseling. Privacy, a warm greeting, keeping of regular hours — all are important. Veterans should be given all the time they want to explain their problems; rushing an interview destroys confidence. No veteran should be allowed to go without the impression that he is welcome to return at any time for further help.

(6) Personnel at VSC must have a good knowledge of available benefits for veterans even though they do not have the authority to pass on eligibility; only in this way can they answer questions intelligently. This includes not only the details of legislation enacted in the past but learning the "ins-and-outs" of new or modifying legislation. To get this information quickly, it has proved best to write directly to the administrative agency; the wait for automatic sending of details is likely to be a long one. A general "pooling" of information on new developments has proved beneficial to all the local organizations.

That the plan of VSC has worked - and worked successfully - is evinced by the number and variety of completed projects encouraged and aided by it. The establishment of psychiatric services, opening of a county service office, a job survey for both disabled and physically fit veterans, a publicity campaign to inform the public on veteran benefits,

founding a veterans' recreation club - these are only some of the community's accomplishments in which VSC gave advice and help. The program of the Council will continue until a large part of Beaumont's men have returned and had the use of its facilities in their first problems. After a man has been at home a few months, he should know what the community has to offer and can find and use the facilities of the long-time services, alone. When that time comes, and to the extent to which its purposes have been fulfilled, the work of the Council may be rated as fully good, wholly worthwhile.

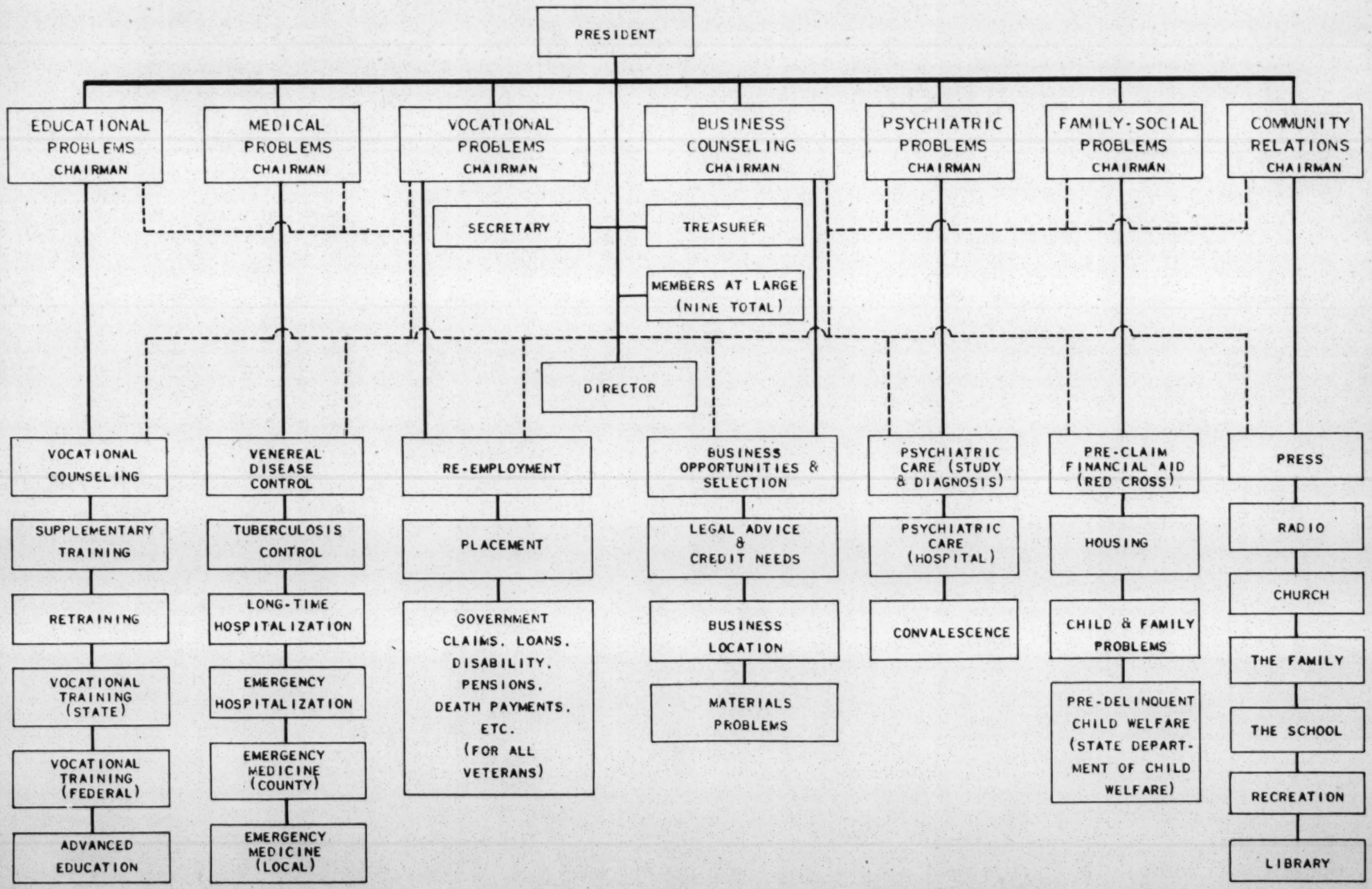
A P P E N D I X

1. CHART - Organization of Veterans' Service Council

2. TABULATION - Types of Referrals by the Veterans' Service Council

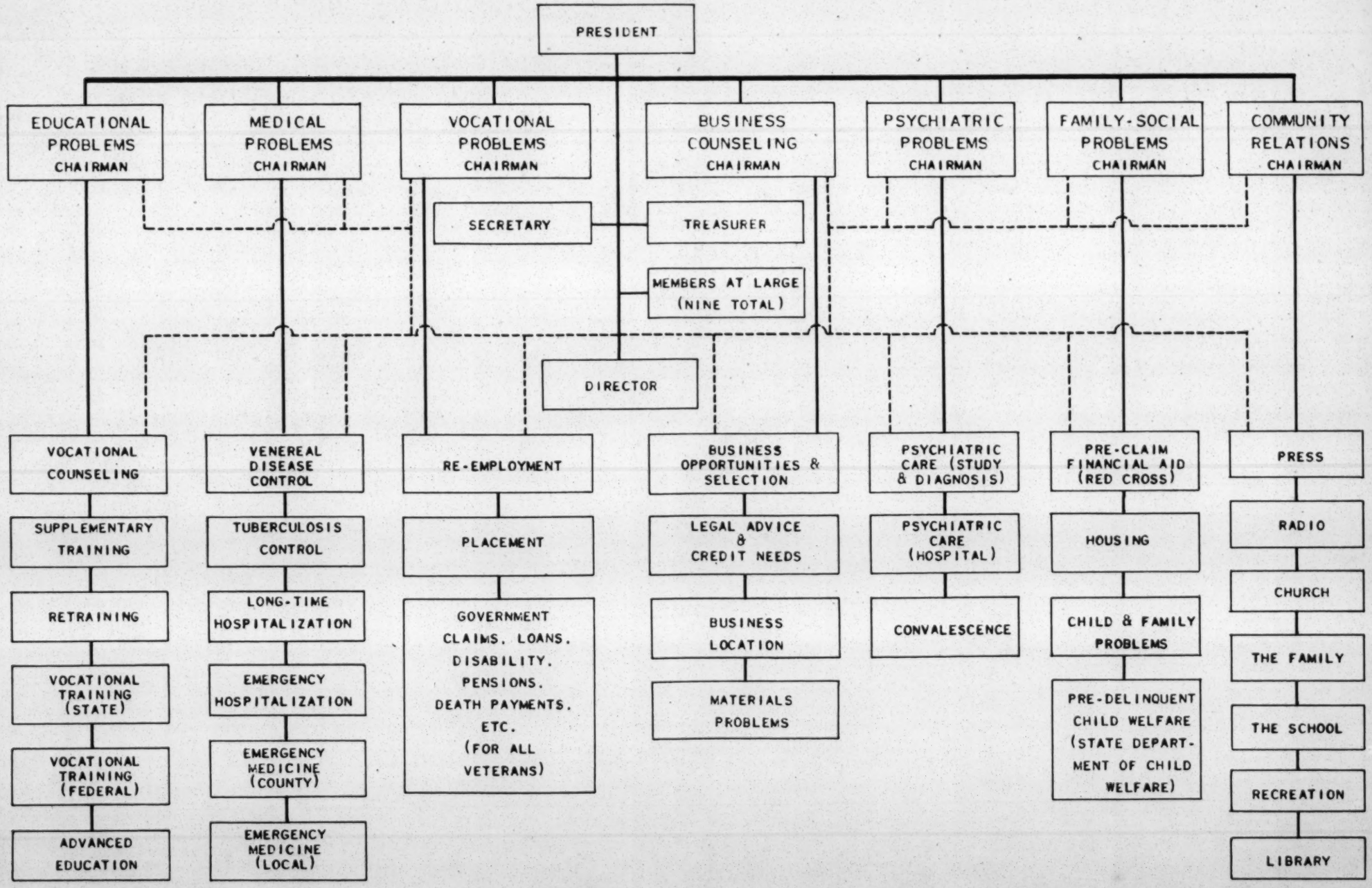
3. PUBLICITY FOLDER

VETERANS' SERVICE COUNCIL OF BEAUMONT, TEXAS



February 22, 1946

VETERANS' SERVICE COUNCIL OF BEAUMONT, TEXAS



February 22, 1946

TYPES OF REFERRALS BY THE VETERANS' SERVICE COUNCIL

August 1944 - February 1946

	Total	Percentage
Employment	624	18.9
Education	470	14.2
Discharge Button and Photostat	319	9.7
Papers and Claims	202	6.1
Loans - Home, Farm, and Business	347	10.5
Insurance	193	5.8
Financial Assistance	45	1.4
Allotments	46	1.4
Hospitalization	107	3.2
Legal Aid	195	5.9
Housing	53	1.6
Miscellaneous Assistance	700	21.3
Total	3301	100.0

The total of 3,301 referrals represents approximately 50% of Beaumont's servicemen and servicewomen.

Greetings

To

Beaumont's Service Men and Women

All Over The World

From

VETERANS' SERVICE COUNCIL

of Beaumont, Texas

◆

What can the Council do for you? . .

It can advise and assist you on problems of:

1. VOCATION
2. HOSPITALIZATION
3. EDUCATION
4. FAMILY WELFARE
5. BUSINESS PLANS

and

Many Other Problems

◆

Selective Service wants to see you first . . .

MAKE THE COUNCIL OFFICE

YOUR SECOND STOP!

Rooms 102 and 103, First Floor, City Hall

Telephone 799

Personal message from the Council President and Director to Beaumont's Own in the Service:

It is hoped soon we will be welcoming thousands of you back to your home town. A few already have returned. The aim and desire of the Veterans' Service Council is to extend more than a casual greeting. Our purpose is to offer a measure of assistance to each of you now in uniform, whatever your need, and to see that you are reestablished as soon as possible in our midst after you have been demobilized.

The Council has been created and is operating as an information center and clearing house for questions and problems of all service veterans. We confidently believe this organization will save you many steps, time and possible annoying delays. You will find the Council helpful in many practical ways.

Veterans' Service Council, you will note on glancing through this pamphlet, is comprised of representatives of leading organizations and agencies of the city. The Council is a member of the Community Chest. It is supported by the citizenship of Beaumont and symbolizes the good will of the people of Beaumont toward their fighting sons and daughters.

We are fully aware of your ambition and aim to land your own job, earn a decent livelihood, buy your own home and make good on your own in our city. We want you to know that our efforts are intended to give you a friendly boost, a word of encouragement and a helping hand in your start.

We owe you much. Everybody realizes volumes could be said about that. We hope to be of service and whatever we can do, we will do gladly and proudly for you.

Sincerely,
John W. Newton, President
George D. Switzer, Director

WHAT IS THE COUNCIL?

Veterans' Service Council is an organization created solely for the benefit of Beaumonters in the uniformed services of our country. It was established in *August, 1944*, and is being financed and maintained by the citizens of this city.

Purpose of the Council is to aid the returning veteran to reestablish himself to normal living with as little confusion for him as possible, and, further, to avoid duplication of effort by those ready and anxious to assist him.

A trained staff under the supervision of Director George D. Switzer will be on hand in the headquarters during regular business hours. Mr. Switzer is a veteran of World War I, was city director of the Office of Civilian Defense and is especially qualified to direct and to serve personally in the activities of the Council.

Vice Presidents, citizens serving gratis, are in charge of departments formed to answer questions, give advice and assistance on Vocational Problems, Educational Problems, Medical Problems, Business Counseling, Psychiatric Problems and Family-Social Problems.

WHAT THE COUNCIL DOES

It is known that the veteran—man or woman—wants a job, the old one or a new one, and not apples and pencils to peddle. After you have seen your family, your first stop should be at the Selective Service Board.

Make the Council center *your second stop*. Present your problems, and let us offer what assistance we can. It is possible that the Director can meet your needs, but if not, he will see that you obtain assistance, directing you and furnishing transportation to the organizations prepared to render special service.

Suppose you have trouble getting the old job back?

You are directed by the Council to a reemployment committeeman who will help you.

Suppose you want a new job?

You will be directed to the U. S. Employment Service of the War Manpower Commission which offers a specialized nationwide service to veterans in securing suitable employment. The Beaumont Vocational Counselor will assist.

Back to school?

The Council is ready to furnish you the advice of a college professor. Veterans not over 25 years of age at the time of entering service are presumed to have had their education interrupted and are eligible for

schooling at government expense.

Suppose you want to start in business?

You may have the benefit of the sage advice of an experienced Beaumont business man, who, like others, is giving his time to the Council.

These are examples. Others stand ready to advise, to aid on a multitude of other problems.

COUNCIL MEMBERS: YOUR FRIENDS

Some 50 organizations, clubs, groups, and agencies are supporting and co-operating in this endeavor. Included are:

Altrusa Club; American Legion Post No. 33; Legion Auxiliary Unit No. 33; American Red Cross Chapter; American War Dads Council; American War Mothers; Beaumont Chamber of Commerce; Beaumont Child and Family Counseling Bureau; Beaumont City Schools; Beaumont Junior Chamber of Commerce; Beaumont Medical Dispensary; Beaumont Ministerial Association; Beaumont Municipal Hospital; Beaumont North County Welfare Agency; Beaumont Tuberculosis Association; Beaumont Venereal Disease Control Clinic; Business and Professional Women's Club; City of Beaumont; City Park and Recreation Department; Civitan; Committee for Economic Development; County Judge; Delta Rho Delta; Disabled American War Veterans; Exchange Club; Eagles; French School District; Jefferson County Service Officer; Jewish Welfare Relief Association; Junior Welfare League; Kiwanis; Knights of Columbus Council No. 591; Lions; Lamar College; Medical Profession; Navy Mothers' Club; Optimists; Pilot Club; Rotary; Round Table Club; Sabine District Traffic Club; Salvation Army; Selective Service Boards; South Park School District; State Department of Public Welfare; Texas Unemployment Compensation Commission; Tyrrell Public Library; United Spanish War Veterans; USES, Veterans' Employment Division; Veterans of Foreign Wars Post No. 1806; Veterans of Foreign Wars, F. D. Minor Post; Young Men's Business League; YMCA; YWCA and other organizations.

TENSHUN!

Please don't bother to paste this in your helmet, but don't forget the address:

VETERANS' SERVICE COUNCIL

Rooms 102 and 103

CITY HALL -:- FIRST FLOOR

Telephone 799

BEAUMONT, TEXAS

YOUR SECOND STOP

September, 1944

From Mr. A. O. Wilkman, Director —
Chairman Board of V. Approval Com —

RECOMMENDED PLAN

of

ORGANIZATION AND OPERATION

for

VETERANS'

VOCATIONAL

SCHOOLS

in

TEXAS

From Mr. Harper -

SERVICEMEN'S READJUSTMENT ALLOWANCES
UNEMPLOYED

	APPLICATIONS	INITIAL CLAIMS	CONTINUED CLAIMS	NUMBER OF PAYMENTS	AMOUNTS
Unemployed					
1944					
September	805	798	956	640	$ 12,532.00
October	709	717	3,026	2,799	55,228.00
November	836	854	4,720	4,437	88,158.00
December	1,021	1,099	7,693	6,570	130,782.00
TOTAL 1944	3,371	3,468	16,395	14,446	$ 286,700.00
1945					
January	1,204	1,298	10,428	10,867	$ 216,544.00
February	1,055	1,103	10,764	10,619	211,672.00
March	1,301	1,357	14,523	13,471	268,508.00
April	1,202	1,183	14,196	13,868	276,137.00
May	1,525	1,510	15,943	15,561	309,993.00
June	2,171	2,217	19,024	17,773	354,265.00
July	2,751	2,887	21,637	21,271	424,047.00
August	3,614	3,929	28,983	26,374	525,726.00
September	5,250	5,600	34,467	30,283	604,154.00
October	11,817	12,250	53,333	50,566	1,008,770.00
November	19,729	20,301	89,167	76,459	1,526,180.00
December	27,423	27,010	151,142	118,387	2,364,158.00
TOTAL 1945	79,042	80,410	462,887	405,504	$8,090,155.00
1946					
January	44,073	43,904	245,471	200,247	$4,000,549.00
February	41,096	39,696	305,427	225,117	4,496,484.00
March	33,112	33,819	366,536	269,266	5,377,748.00
THREE-MONTH TOTAL	118,281	117,419	917,434	694,630	$13,874,781.00
CUMULATIVE	200,694	201,297	1,396,716	1,114,580	$22,251,636.00

SERVICEMEN'S READJUSTMENT ALLOWANCES
SELF-EMPLOYED

		NUMBER PAID	TOTAL AMOUNT
1944			
	September		
	October		
	November	18	$ 1,619.00
	December	43	3,848.00
	TOTAL 1944		$ 5,467.00
1945			
	January	62	$ 5,922.00
	February	97	9,472.00
	March	337	33,848.00
	April	582	57,700.00
	May	873	87,318.00
	June	1,419	141,537.00
	July	1,516	150,645.00
	August	1,805	177,088.00
	September	2,036	197,983.00
	October	2,346	228,066.00
	November	2,360	230,592.00
	December	4,178	407,283.00
	TOTAL 1945		$1,727,454.00
1946			
	January	7,790	$ 772,267.00
	February	8,734	874,776.00
	March	19,055	1,894,330.00
	THREE-MONTH TOTAL		$3,541,373.00
	GRAND TOTAL		$5,274,294.00

INFORMATION CENTER
MONTHLY REPORT
MARCH 1946

TO

VETERANS' SERVICE COUNCIL OF BEAUMONT
Regular Monthly Meeting
April 11, 1946

March 1 to April 1, 1946

Veterans First Call	326
Return Calls	31
Total	357

Grand Total to Date:

Veterans First Calls	3216
Return Calls	521
Total	3737

Compilation of Referrals to Date:

	Last Month	Total	Percentage
Employment	49	736	18.3
Education	75	610	15.2
Discharge Button and Photostat	10	338	8.4
Papers and Claims	17	241	6.0
Loans-Home, Farm, and Business	45	434	11.0
Insurance	24	237	5.9
Financial Assistance	2	51	1.3
Allotments	0	47	1.1
Hospitalization	11	122	3.0
Legal Aid	10	210	5.2
Housing	8	73	1.8
Miscellaneous Assistance	122	916	22.8
Total	373	4015	100.0

FOREWORD

This suggested plan is the result of widespread demands on the Veterans' Administration, the State Committee for Approval of Veterans' Educational and Training Institutions, and the State Board for Vocational Education for a guide to the establishment of the herein described Veterans' Schools.

The entire plan is merely a recommendation based on educational soundness. It was written to be flexible enough to help any community in Texas plan their program to the individual needs of that particular area.

It is the hope of those who worked on its preparation, that its purpose may be fulfilled. . .

Austin, Texas

19 March 1946

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SUGGESTED ORGANIZATIONAL PROCEDURE FOR COUNTY BOARDS

1. County Board or other educational agencies, by motion or resolution, sets up a Vocational School for Veterans.

2. County Board of Education may assume responsibility for administering the county veterans' school, or it may delegate such responsibility to an appointed board of directors.

3. The Board of Directors shall employ a person (coordinator or supervisor) to perform the following duties:

   a. Prepare a plan for the operation of the County Vocational School for Veterans.

   b. Get the school approved for veterans' training. (Send three copies of application to Mr. A. O. Willman, State Service Officer, Land Office Building, Austin, Texas.)

   c. Enroll veterans for training.

   d. Enter into agreements with Veterans' Administration for training of veterans, after presenting legal evidence for authority to enter into and make contracts or agreements for the Board of Directors.

   e. Recommend teachers for employment by Board of Directors.

   f. Assist teachers in planning educational programs for veterans enrolled in their class or classes.

   g. Make such reports to the Board of Directors and the Veterans' Administration as may be required.

   h. Secure space, equipment, supplies, and instructional material for the operation of the school.

4. It is recommended that an advisory committee be set up composed of representatives from the occupational fields in which training is given.

I. ADMINISTRATION

General Statement

These recommendations have been prepared by the joint efforts of the State Board for Vocational Education and the State Committee for Approval of Veterans' Educational and Training Institutions. Immediately after the preparation of these recommendations, they were reviewed in detail by representatives of the above two bodies in joint session with representatives of the Veterans' Administration from the Waco office. This review was held in Austin, Texas, on 11 March 1946 and, at the termination of this review, each of the above groups was in complete accord with the provisions of all details of the herein submitted plan for the organization and functioning of the Veterans' Vocational Schools. On the other hand, it is to be noted that these recommendations are based on the existing regulations of the Veterans' Administration and, in case of future regulations conflicting with these recommendations, these recommendations shall be amended accordingly.

The Objectives of the Veterans' Schools shall be:

To assist veterans to establish or to re-establish themselves in gainful vocational pursuits in accordance with the educational opportunities of the G. I. Bill of Rights.

To establish these vocational opportunities for those veterans who desire to remain in their present communities and who do not desire to enroll in established schools outside their own communities.

To improve the lives of those veterans within their own homes and communities to such an extent as will assure them economic, emotional, and social stability for themselves as well as for their families.

Suggested Standards

A. PLACE OF INSTRUCTION

While it is recognized that many advantages will come to the program through a centralized point of instruction, it is also recognized that in many communities and counties transportation, existing school plants and equipment, and adequate concentration of trainees for specific classes will make it advantageous to operate classes in more than one center within the administrative area of the school. If this should be true, such a statement should be made in the application to the accrediting committee in order that such administrative procedure may be approved from the beginning.

B. QUALIFICATIONS OF INSTRUCTORS

Instructors employed should meet the general qualifications required of vocational teachers in their special fields. More specific discussions of these qualifications may be found in the sections on Agriculture, Distributive Education, Homemaking, and Trade and Industrial Training.

C. FACILITIES, EQUIPMENT, AND LIBRARIES

The sponsoring agency shall provide classrooms, shops, libraries, and adequate teaching materials as are comparable to those of other vocational education departments throughout the

State of Texas. The teacher should use such other facilities as may be provided by the community and existing agencies of the federal, state, and local governments.

D. SUPERVISION

The staff of the State Board for Vocational Education will render such supervisory assistance as is needed and is advisable for the efficient functioning of the herein provided schools. This staff includes the supervisory employees of Agriculture, Distributive Education, Homemaking, and Trade and Industrial Education.

E. SALARIES

Salaries of all employees under this plan should be commensurate with salaries paid in similar vocational services. Sufficient money should be added to the above suggested salaries for travel expenses. This amount should depend on the size of the community or area under the administration of the sponsoring agency.

F. THE TRAINEE

The eligibility of a veteran to enter the herein provided schools is determined by his length of time in service and by his approval from the Veterans' Administration. His entrance into the specific areas of study are further provided in the sections on Agriculture, Distributive Education, Homemaking, and Trade and Industrial Training. In the case of veterans who are receiving training under Public Law #16, extreme caution should be taken in order that administrators be assured that the individual veteran has the approval of the State Office of the Veterans' Administration to take the particular subject desired.

II. AGRICULTURE

The Specific Objectives of Agriculture shall be:

To assist veterans to establish or reestablish themselves in agricultural pursuits.

To provide such training as will improve the skills of the veteran who wishes to remain on the farm or ranch.

To establish agricultural training for veterans as close to the farm or ranch as is educationally sound.

To improve the life of those veterans on the farms or ranches to such an extent as will assure them economic, emotional, and social stability for themselves as well as for their families.

Suggested Standards

A. PLACE OF INSTRUCTION

Classes for Vocational Agriculture for veterans may be held at any suitable place or places selected by the sponsoring agency, provided adequate facilities, convenience of the veteran, and administrative soundness justifies such a decentralized program.

B. QUALIFICATIONS OF INSTRUCTORS

Instructors in agriculture should be people who have some knowledge of educational procedures and who have been trained in technical agriculture with standards comparable to those of vocational agriculture teachers, county agents, farm security workers, extension specialists, and soil conservationists.

The sponsoring agency may secure the assistance of specialists in certain phases of instruction, such as teachers of farm machinery repair, or others who are recognized as competent in the fields of instruction which are being offered.

C. FACILITIES, EQUIPMENT, AND LIBRARIES

The sponsoring agency shall provide classrooms, shops, and libraries that are comparable to those of departments of vocational agriculture in that county. The teacher will also use such other facilities, such as nurseries, hatcheries, demonstrations, market facilities, dairies, etc. The teacher shall also make use of such facilities as are provided by agricultural agencies of Federal, State, and local governments.

D. TYPES OF PROGRAMS

The course of instruction should be organized on a four-year program designed to establish the veteran in farming. The course of study should be based upon the needs prevailing in the particular county where the school is to function. The selection of a course should entail a survey of the community, its problems, and the problems of the trainees. The course should be based primarily on the prevailing needs of the veteran as well as on the time allowed him to take training under the G.I. Bill of Rights.

E. THE TRAINEE

1. Qualifications

In order to qualify for training in agriculture in this program a veteran must have facilities and opportunities to carry on a satisfactorily supervised farming or ranching program in one of the following situations:

a. He must be a farm or ranch owner-operator or a farm or ranch manager.

b. He must be a renter of, or a partner in, the operation of a farm or ranch.

c. He must be a worker on a suitable farm or ranch with his parents or others, provided he is following, or will follow, a prescribed training program.

2. Distribution of time per trainee

Each trainee shall spend an average of 25 hours per week according to the following schedule:

Class instruction	6 hours per week
Group demonstration and group observation	8 hours per week
Individual visits from supervisor	1 hour per week
Supervised home practice	10 hours per week

F. INSTRUCTOR'S CLASS LOAD

The teaching load of the instructor shall be limited to not more than 25 trainees per teacher.

The teacher's work week shall consist of a minimum of 40 hours.

G. SUPERVISION

The State-wide Vocational Agricultural Education Staff will assist in the supervision of the Vocational Schools organized under this plan. These Vocational Schools shall keep a standard set of records which will show the following information concerning each trainee:

1. Eligibility

2. Attendance and progress

3. Achievements in agriculture

H. SALARY SCHEDULE AND TRAVEL

Salaries of all employees under this plan should be commensurate with the salaries paid in similar agricultural services.

Sufficient money should be added to the above suggested salaries for travel expense. This amount should depend on the size of the community or area under the administration of the sponsoring agency.

III. DISTRIBUTIVE EDUCATION

The specific objectives of Distributive Education shall be:

To prepare students for employment and advancement in the business fields of retailing, wholesaling, service selling and finance.

To advance the efficiency of employees, supervisors and owners in the distributive occupations.

To prepare students to own and to operate successfully their own businesses.

Suggested Standards

A. PLACE OF INSTRUCTION

Instruction in Distributive Education should be conducted in suitable classrooms, laboratories, and places of demonstration in-so-far as these accomodations are available to the sponsoring agency.

B. QUALIFICATIONS OF INSTRUCTORS

Inasmuch as two distinct programs for Distributive Education are herein presented, and inasmuch as the qualifications for the instructors in these two plans are widely divergent, these qualifications are thereby discussed in the respective Cooperative and Evening Adult programs.

C. METHODS OF DETERMINING PROGRAMS OF TRAINING

1. By making a county-wide occupational survey to determine the types and number of distributive occupations established in the county and the opportunities for employment of veterans in these businesses.

2. By the appointment and use of Advisory Committees composed of representative businessmen who can advise the School concerning types of training programs needed and give assistance in establishing these programs.

D. TYPES OF PROGRAMS

1. Cooperative Part-Time Training in Distributive Education. This type of program is so named because of the cooperative working arrangement between the businessmen of a community and the School whereby the veterans are given correlated training in the School and in the businesses under the supervision of their employers, or their representatives, and the instructor of distributive education employed by the School. In the School the instructor gives the veterans instruction directly related to their respective jobs.

a. The Schools should provide

(1) One instructor of distributive education for each 25 veterans enrolled.

(2) A minimum of 12½ hours per week of classroom instruction and other training directly applicable to the various types of distributive businesses in which the veterans are employed.

(3) Adequate facilities, equipment and libraries

(a) General classroom equipment including tables, chairs, book cases, filing cabinets, blackboards, bulletin boards and desk.

(b) Library--adequate books, business journals, phamplets, manuals, lesson assignments, bulletins, and other reference materials for each distributive occupation in which veterans are employed.

(c) Instructional supplies and equipment such as model record-keeping systems, merchandise kits, store organization charts, show-card lettering and display equipment, merchandising and buying plans and credit granting and collection plans.

(4) An instructor in Distributive Education possessing the following qualifications:

(a) Business experience--a minimum of three years of successful experience in distributive occupations.

(b) Education--a degree in Business Administration is preferred. A minimum of two years of education beyond high school graduation, or its equivalent, should be required.

(c) Teaching experience, either in educational institutions or company training departments, should be preferred but not required.

(5) A concise training agreement signed by the employer, the veteran and a representative of the school should be prepared by the instructor in consultation with the employer of each trainee. The agreement for each veteran should be approved by the local advisory committee and contain:

(a) An outline of the work experience to be given the veteran by the employer.

(b) An outline of the instruction to be given by the School.

(c) A schedule of wages to be paid the veteran for his work experience.

(d) The number of hours per week the veteran is to be employed.

(6) A planned program of training

Class periods--it is recommended that the schedule of training provide for two distinct periods during each class meeting as follows:

One period of group discussion needed by all of the veterans employed in distributive businesses and consisting of subjects including Economics of Business; Organization of Small Stores; Business Mathematics; Oral and Written Business English; Personality Development; Principles of Salesmanship; Advertising and Display; Record-Keeping for Small Businesses; How to Measure a Retail Market; Buying and Merchandising; Inventory Control; Principles of Credit & Collections; Location, Leasing and Maintenance of Plant; Principles of Employee Training and Supervision; Laws and Regulations Governing Small Business and How to Secure Assistance from Retail, Wholesale and Finance Associations.

One period of individual instruction supervised by the instructor of distributive education. The instructor should furnish individual written lesson assignments directly related to each veteran's distributive work experience. For example, if a veteran is working in a Life Insurance Agency, these lesson assignments will include projects and questions pertaining to the Fundamentals of Life Underwriting; Principles of Selling Life Insurance; Laws, Trusts and Taxes; Finance; Estate Analysis; Employer-Employee Relationships; etc. If a veteran is employed as a Displayman he will need individual lesson assignments that include: Elements of Effective Display, Principles of Balance and Proportion, Principles of Arrangement, Window Background Design and Construction, Show-Card Lettering, etc.

These same types of written individual lesson assignments are necessary for veterans employed in various

departments in department stores, specialty shops, grocery stores, banks, hardware stores, appliance stores, auto accessory stores, plumbers' supply stores, restaurants and other distributive businesses.

Many of these individual lesson assignment manuals can be obtained from the Distributive Education Division of the State Board for Vocational Education and the Bureau of Industrial & Business Extension Training of The University of Texas.

b. The instructor of Distributive Education should perform the following duties in order to accomplish sound training:

(1) Confer frequently with members of advisory committees to gain their assistance concerning types of courses and course content, necessary equipment, instructional materials, training agreements, problems encountered and progress of the program.

(2) Teach related subjects, including group discussion and supervised individual instruction.

(3) Prepare individual written lesson assignments directly related to each veteran's current work experiences.

(4) Grade the lessons submitted by each veteran, making corrections and giving instructions for further study.

(5) Correlate related instruction with the work experience of each veteran by visiting each employer and veteran at least once per week to determine the progress each veteran is achieving, the immediate classroom instruction and counsel needed, and to assist each employer in carrying out the provisions as established in the training agreement.

(6) Prepare training agreements for each veteran in consultation with their employers.

(7) Select and recommend for purchase adequate library and reference materials and equipment.

(8) Make necessary reports such as class reports, coordination reports, reports showing progress of each veteran, and others as required.

(9) Work harmoniously with people and groups to secure their cooperation, assistance and advice.

(10) The instructor should also have the ability to express

ideas and explain procedures to individuals and groups in language understandable to learners, speak and write clearly and correctly, have an interest in teaching, and possess the personal characteristics and work habits necessary to gaining the respect and confidence of both trainees and employers.

c. Employers of distributive businesses selected as "training stations" should:

(1) Provide well-rounded work experience and rotation on types of jobs that will insure that the veterans in their employ will receive comprehensive knowledge of and proficiency in their chosen occupations.

(2) Be cognizant that the veteran is engaged in a training program rather than receiving employment only.

(3) Be cooperative in carrying out the provisions of the training agreements.

(4) Provide a minimum of 20 hours of work experience per week to each veteran employed on a schedule that will permit each veteran to receive the related instruction at the School.

2. Evening and Part-Time Courses for Adults other than Veterans

NOTE: Training of the types described below may be regarded, in most instances, as an "additional" service that may be rendered by a county vocational school. Under certain conditions such classes may be financed by payments from the Veterans Administration, but this possibility should be discussed with that organization. These courses are conducted with the objective of aiding employed adult workers to learn more about the occupation in which they are already established.

a. Related training for employees in distributive businesses. Classes may be organized during the working day or in the evenings to provide intensive training of from 12 to 60 hours in a period of time convenient to the groups receiving the instruction. These courses can be taught by local instructors competent in the occupation concerned. Examples of some of these courses follow:

(1) Professional Development in Retail Selling
(2) Waitress Training
(3) Textiles

(4) Show-card lettering
(5) Display

b. Related training for managers, owners and supervisory personnel in distributive businesses. Classes may be organized during the working day or in the evenings to provide intensive training of from 12 to 60 hours in a period of time to suit the convenience of the groups receiving the instructions. These courses can be taught by local instructors competent in the occupation concerned. Examples of some of these courses follow:

(1) Personnel Supervision
(2) Personnel Training Techniques
(3) Personnel Management
(4) Problems of Small Business Management
(5) Credit and Collection Procedures

Training Specialists in Distributive Education employed by the Bureau of Industrial & Business Extension Training, The University of Texas, are available to conduct the courses named above for distributive employees, managers, owners and supervisors.

E. ADVISORY COMMITTEES

1. General Advisory Committee for Distributive Education

a. Organization of the committee

(1) Membership composition

(a) Five representative businessmen (more if desired)

(b) Coordinator of Distributive Education serving as secretary to the committee

(2) Appointment of committee members--Committee members should be appointed by the Board of the County Vocational School

b. Functions of the general advisory committee

(1) Approve "training stations."

(2) Pass on wages and hours of employment

(3) Approve training agreements

(4) Promote sympathetic interest and cooperative efforts in the development and operation of a sound training program

(5) Assist in making and interpreting county-wide occupational surveys

(6) Give counsel and advice on general policies concerning the operation of the distributive program

(7) Evaluate the program and give advice for its advancement

2. Specific Occupational Committees

a. Organization--Occupational committees consisting of from three to five representatives from each occupation in which training is being given should be selected by the Director of the County Vocational School. Some of the committees that should be appointed are:

Grocery committee	Restaurant committee
Insurance committee	Hardware & Appliance store committee
Dry Goods committee	Auto Accessories store committee
Banking committee	

Others as needed

b. Functions of specific occupational committees

(1) Advise the School director and instructors of distributive education concerning conditions in each occupation which may affect training

(2) Assist the instructors in organizing courses of study and instructional materials.

F. PLAN OF SUPERVISION FOR THE DISTRIBUTIVE EDUCATION PROGRAM

1. Local supervision

An instructor of distributive education should be provided for each 25 veterans enrolled in this program. In the beginning of the program one instructor will probably be sufficient. As the program grows assistant instructors should be added and one of them should be designated as head instructor in order that the entire program will be coordinated and responsibility fixed.

Under the above plan of responsibility the assistant instructors will be responsible to the head instructor; the head instructor will be responsible to the Director of the School and the Director will be responsible to the School Board.

2. The State Board for Vocational Education, Distributive Education Division, will be glad to render teacher-training and supervisory assistance.

G. SALARY SCHEDULE AND TRAVEL

Salaries of distributive education instructors under this plan should be commensurate with the salaries paid in similar distributive programs.

Sufficient money should be added to the above suggested salaries for travel expense. This amount should depend on the size of the community or area under the administration of the sponsoring agency.

IV. HOMEMAKING

The Specific Objectives of Homemaking Shall be:

To assist families of veterans to establish or re-establish a home.

To prepare wives of veterans for the occupation of homemaking.

To prepare women veterans for the occupation of homemaking.

To prepare women veterans for the dual job of wage earning and homemaking.

Suggested Standards

A. PLACE OF INSTRUCTION

Instruction in homemaking may be carried out in homes of the veterans or held in any suitable place or places selected by the sponsoring agency, such as homemaking department or canning plant in the local public schools.

B. QUALIFICATIONS OF HOME COUNSELORS

Home counselors under this program should have technical training in home economics comparable to that required for vocational homemaking teachers, county home demonstration agents, or farm security home supervisors, and in addition they should have sufficient practical experience in homemaking whereby they are able to assist families of veterans in all phases of homemaking.

C. FACILITIES, EQUIPMENT, AND LIBRARIES

1. Inasmuch as the home is the most effective laboratory for working with families of veterans, the home counselor should work with families individually in their own homes or with a group of neighboring women in one of the homes.

2. When it is desirable to have larger group meetings of the wives, the homemaking department or canning center in the local school may be used. Homemaking facilities, equipment, and library may have to be supplemented to meet the needs of the group. In case these school facilities are used, provision should be made for maintenance and replacement.

3. It may be necessary in some places to establish a new center which should be equipped to carry on all the phases of homemaking education.

4. Group meetings for wives should be scheduled at the same time and places in accordance with the class schedule of their husbands in so far as is practicable.

D. TYPES OF PROGRAMS

1. If there are as many as 50 married veterans enrolled in veterans' vocational school, a home counselor may be employed to work with the families through the following:

   a. Individual consultation on home problems.

   b. Individual assistance in the homes of the veterans.

   c. Informal groups in one of the homes or in the homemaking department or canning center of the local school.

2. The type of program needed should be determined by the following:

   a. Local advisory committee.

   b. Interview with women veterans and wives of veterans.

   c. Visitation in homes of veterans.

   d. Cooperation with local county service officer for veterans.

3. Length of program should be determined by the needs of veterans' families in the different local communities.

E. TRAINEES

1. Wives of veterans enrolled in the vocational schools should receive training and assistance in establishing homes.

2. If the community has a sufficient number of women veterans, training in homemaking may be developed to include individual counseling, assistance in homes, and informal groups based on home problems.

3. Women veterans who are married and are enrolled in classes in Distributive Education and Trade and Industrial Education will be faced with the dual responsibility of making a home and wage earning. Therefore, it is desirable that part of the training be devoted to homemaking education through individual counseling, training in the home, and in informal groups.

F. HOME COUNSELOR'S LOAD

1. The home counselor's work week shall consist of a minimum of 40 hours.

2. The teaching load should average:

   Group discussion, 6 hours per week

   Group demonstrations, clinics, workshops, 8 hours per week

   Individual counseling and home visitation with veterans and their families, 25 hours per week

G. SUGGESTED PROBLEMS FOR INSTRUCTIONAL PROGRAM

1. The needs of the families of veterans discovered through individual counseling, home visitation, local advisory committee, and service officer should serve as a basis for the organization of courses. Such problems may be of interest to the women as home management, money management, home furnishings, upholstering and repair of furniture, construction and renovation of clothing, child care, meal planning and preparation, management of time, house planning and repair, poultry, dairy, gardening, and truck farming.

2. The scope of training for women veterans should include the following areas, home planning and repair, money management, home management, home furnishings, upholstering and repair of furniture, meal planning and preparation, provided such training is justified by local needs.

H. SUPERVISION

1. There shall be some type of supervision on a local level.

2. A standard set of records should be kept which shows the following information about

   a. Eligibility of trainee

   b. Attendance

   c. Achievements

3. Local homemaking teachers in the county may serve in an advisory capacity.

4. State or college personnel may assist in workshops for training of home counselors, if requested.

I. SALARY SCHEDULE AND TRAVEL

Salaries should be in line with those paid local vocational workers. A sufficient amount should be added to the salary for travel expenses. This amount will depend upon the number of families served and the size of area in which these families live.

V. TRADE AND INDUSTRIAL TRAINING

Specific Objectives:

To prepare trainees for gainful employment in a specific trade and industrial occupation.

To prepare employed workers for advancement in the occupation in which they already are engaged.

Suggested Standards:

A. PLACE OF INSTRUCTION

Instruction for trade and industrial classes should be conducted in suitable classrooms, shops and laboratories insofar as these accommodations are available to the sponsoring agency.

B. QUALIFICATIONS OF INSTRUCTORS

Since three distinct types of trade and industrial training are described herein, and inasmuch as the qualifications for instructional personnel in these programs are not identical, these qualifications are described in the sections describing Shop Training, Cooperative Training, and Related Training.

C. REQUIRED PERSONNEL

(It is recognized that the county superintendent or other designated official is in complete charge of this training program; the positions described below are for additional personnel needed for operation of schools.)

1. Supervisor-Director (or Head Coordinator) - Responsible for all details of school operation and instruction in trade and industrial education.

2. Coordinator (or Teacher-Coordinator) - Responsible for teaching and for maintaining close correlation between related technical instruction and work experiences; in small programs both these responsibilities may be delegated to one individual, while large programs may require separate individuals.

3. Teacher - may be employed full time if conditions require, or perhaps for no more than two hours per day in some programs. Teachers for classes of apprentices and journeymen (see 1-d) may be employed for so little as four hours per week.

4. Facilities for counseling - Essential to the success of a school for training veterans are facilities for providing individual students with accurate counsel and guidance in matters involving personal problems, occupational information, working conditions, and educational opportunities. These facilities, properly, should be provided as an integral part of the vocational school under trained and competent personnel.

D. TYPES OF PROGRAMS

NOTE: The recommendations given below are intended to cover the three predominant types of training for trade and industrial workers: (1) cooperative training, (2) shop training, and (3) "extension" training. Types (1) and (2) are intended to prepare trainees for entrance into a trade, while type (3) is for the worker who has already entered full-time employment and wants to learn more about the job he already has.

It is probable that cooperative training programs (shown in D-3) will most nearly meet the requirements of the greater number of county vocational schools.

Related training for apprentices and journeyman workers (section D-4) may be paid for by governmental agencies; however, the financing of this type training should be assured before it is started.

To avoid possible misinterpretation, it is suggested that those engaged in trade and industrial training examine carefully and thoroughly understand the plan suggested herein.

1. Full-time shop training

a. Standards

(1) Should be based on employment opportunities as shown by community (or area) survey.

(2) Should provide instruction leading to a definite occupation.

(3) Should provide a minimum of 25 hours per week of shop and related instruction.

(4) Should be set up to provide working conditions and equipment equivalent to those found in industry.

(5) Jobs done as training should be of a useful and productive nature.

b. Qualifications of teacher

(1) Three years experience beyond the apprentice or learner level.

(2) Completion of high school or its equivalent.

NOTE: Of importance at least equal to items (1) and (2) above are the following: (a) ability to express ideas and explain procedures to a group in language understandable to learners; (b) ability to speak and write clearly and correctly; (c) an interest in teaching; (d) the patience to adjust personal feelings and preferences to the needs of trainees; and (e) the personal characteristics and work habits essential to gaining the respect and confidence of trainees.

2. Part-time shop training (For students working full time and preparing for entrance into an occupation different from the one in which they are working. Contact Veterans Administration for specific rules governing allowances for students in programs of this type.)

a. Standards

(1) Should be based on employment opportunities as shown by community (or area) survey.

(2) Should provide instruction leading to a definite occupation.

(3) Should provide a minimum of three 3-hour periods of instruction per week.

(4) Should be set up to provide working conditions and equipment equivalent to those found in industry.

(5) Jobs done as training should be of a useful and productive nature.

b. Qualifications of teacher

(Same as for teachers of full-time shop classes)

3. Cooperative training -(a program of this type contemplates a working agreement between school and employer whereby a trainee receives actual work experience - under the general supervision of the school's coordinator - in the establishment of the employer, and receives technical instruction and other training directly

related to his job in a room, shop, or laboratory provided by the school. Immediate supervision of the trainee's work must be the specific duty of the employer or a competent worker designated by the employer. It is recommended that related instruction provided as part of a cooperative training program be given during the day. Such instruction should include more than the bare essentials of technical material needed by the trainee.)

a. Standards for instruction

The school should provide:

(1) One teacher-coordinator for each 20 trainees.

(2) At least 30 hours of related instruction and supervised work experience per week.

(3) A minimum of 12-1/2 hours per week of technical instruction and other training directly related to the job for which instruction is being given. It is recommended that no more than 5 hours of related instruction be given in any one day.

(4) A concise training agreement signed by the employer, the employee, and a representative of the school must be prepared for each trainee. The agreement should be approved by the local advisory committee and contain (1) an outline of the work experience to be given the trainee, (2) an outline of the instruction to be given by the school, (3) a schedule of wages to be paid the trainee, (4) a statement specifying the number of hours of work and related study per week, and (5) provisions for a signature of approval by an official of the school, the employer, and the student. A copy of the agreement should be given the trainee, the employer, and the school.

(5) Adequate instructional material consisting of lesson sheets, instruction sheets, reference books, service manuals, visual teaching aids and necessary equipment for each trainee.

(6) For complete success employers or business establishments selected as "training stations" must be able to provide work experience sufficiently diversified to insure well-rounded training.

b. Standards for training stations (in business establishments)

(1) An employer interested in training

(2) Adequate facilities available for training, such as tools, machines, equipment, and materials.

NOTE: The school should make certain there is adequate instructional material available directly related to the occupation in which training is to be given. It must be remembered that, while a trainee in a cooperative training program works and is paid a learner's wage for such work, he is nevertheless to be considered a learner rather than a conventional worker. Attainment of this objective necessitates "selling" the employer on training, and convincing him of the eventual values to be gained by regarding the program as one of training rather than of work.

c. Qualifications of coordinator (or Teacher-Coordinator)

(1) Experience of at least one year beyond trainee level in one - or, preferably, more - of the occupations in which training is being given.

(2) Successful teaching experience, preferably, in a trade or industrial program.

(3) Completion of high school plus two years of post high school training - or the equivalent.

NOTE: One important phase of the coordinator's job requires working with employers. The ability to meet, secure cooperation, and maintain harmonious relations with people and groups is of great importance. Also, the teacher-coordinator must possess the ability to locate, organize, and prepare material for individual study. It is not so important that he be fully competent in a single occupation, as that he be reasonably well acquainted with the many industrial occupations for which training is to be given, and as a result, capable of intelligently directing the individual study of each occupation.

4. Related training for apprentices and journeyman workers

NOTE: Training of the type described below may be regarded in most instances as an "additional" service that may be rendered by a county vocational school. Under certain conditions such classes may be financed by payments from the Veterans Administration, but this possibility should be discussed with that organization. These courses

(usually designated as "trade extension") are not intended as initial preparatory training for workers, but rather as a means of the worker's learning more about the occupation in which he is already established.

a. Apprentices: Classes may be organized outside the working day (usually in the evening) to provide at least 144 clock hours of instruction per year for apprentices. This instruction must be directly related to the apprentice's job and taught by a tradesman or teacher competent in the occupations concerned.

Journeyman Workers: Classes may be organized to provide opportunity for veterans already classified as journeyman workers to secure more advanced instruction directly related to their jobs. Teachers of these classes must be occupationally competent in the field for which instruction is given.

E. TRAINING FACILITIES

1. Shops. Space provided for shop training should:

a. Provide a minimum of 50 square feet of floor space for each student. (Space required in shops varies widely according to the type of training carried on in the shop. For example, 50 square feet of space for each student may be ample for radio and electrical shops while nearly 100 square feet is required for each student in automotive and machine shops.)

b. Contain all of the necessary tools and equipment required to teach the basic skills and knowledge of the trade.

c. Contain equipment closely comparable to that used in the shops for which students are being trained.

d. Provide adequate storage facilities for tools, supplies, and student projects.

e. Be well lighted and ventilated and moving parts of all equipment adequately guarded.

2. Classrooms. Ample classroom and laboratory facilities are needed for related technical instruction. Laboratories should contain the essential equipment used for demonstrating the various scientific principles used in the trades taught, as well as suitable models, charts, diagrams, and projection facilities.

NOTE: The classroom used for instruction of students in a cooperative program should contain study tables and chairs (instead of desks), and bookcases, blackboards, bulletin boards, filing cabinets for reference material, and a desk for the coordinator. The school should furnish an adequate supply of reference material composed of textbooks, such as manuals, bulletins, and charts for each occupation in which training is being offered.

3. In addition to training for a skilled occupation, the school should offer a well-rounded curriculum. Such courses as applied English, applied arithmetic, and simple business practices, if properly taught, will provide the student with the opportunity to equip himself with the personal qualities essential to success either as a worker or proprietor of a small organization.

F. PLAN FOR TRAINING AND LOCAL SUPERVISION

1. Advisory committees

a. The utilization of a general advisory committee's assistance is strongly urged for reasons previously given; in addition to that group, it is recommended that a small committee be formed to provide advice regarding the operation of trade and industrial training. This committee should contain two or three employers from the occupational groups for which training is given, along with an equal number of employees from the same occupational group, and at least one representative of the general public.

This committee should be an advisory group only, and charged with no administrative authority.

Members of this committee should be appointed by the school board, or the "top" administrator of the school unit.

b. Functions. It is the duty of the advisory committee to:

(1) Assist in making the interpreting county-wide occupational surveys.

(2) Promote sympathetic interest and cooperative efforts necessary for the development and operation of a sound training program.

(3) Advise the school director and instructors regarding conditions in each occupation which may affect training.

(4) Assist in the organization and preparation of instructional material.

(5) Advise regarding the selection of individual business establishments as training "stations" for cooperative training programs.

(6) Recommend standards for wages and hours of employment of students in cooperative training.

(7) Recommend approval or disapproval of training agreements.

2. Community and county surveys

a. Purpose

(1) To determine employment opportunities.

(2) To determine training opportunities.

(3) To disseminate information and develop sympathetic understanding and cooperation concerning the training program.

NOTE: It is recommended that preliminary surveys be made before training is started in order to provide data necessary for planning the training to be given. The responsibility for making more comprehensive surveys and for maintaining the data obtained in an up-to-date condition, should be given to some member of the school staff as a definite duty.

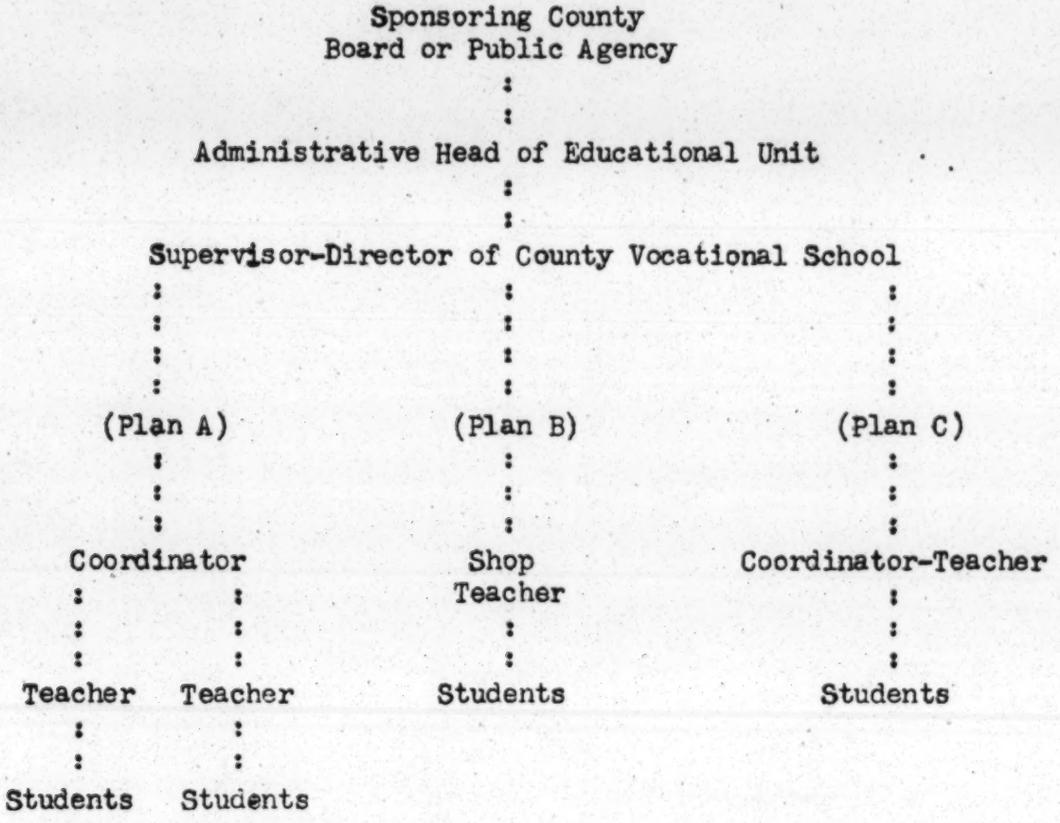
3. Plan for supervision of T. and I. program.

a. Diagram of administrative relationship. (See diagram on next page)

b. Administrative organization. To fit needs of county programs, both large and small, three plans for organization are suggested as in the chart above.

(1) Plan A is suggested for counties in which large programs may be developed. Provisions are made in this plan for both cooperative type training and shop training within a school shop, as well as for other special classes.

(2) Plan B is suggested for a small training program consisting of shop training or other special classes not requiring coordination.



(3) Plan C is suggested for a small training program to be operated on the cooperative plan.

(4) Any combination of plans A, B, and C that may be needed to fit the needs of a county-wide program is suggested.

G. MAJOR RESPONSIBILITIES OF PERSONNEL. (It is recognized that there are many other duties; listed below are those regarded as most important.)

1. Supervisor-Director (Responsible to the administrative head of the sponsoring unit.) It should he his duty to:

a. Help develop the training program on a sound training basis.

b. Employ qualified staff members.

c. Work with advisory groups to determine training opportunities and needs and to initiate and carry out plans.

d. Supervise the over-all program to insure high standards of training and efficient operation.

e. Control and record financial transactions.

f. Promote the program.

2. Coordinators or coordinator-teachers (cooperative training program.) It should be the duty of this staff member to:

a. Develop training and related study schedules for individual trainees.

b. Correlate related study and work experience of trainees.

c. Advise with employer of trainee to promote proper job training.

d. Secure and develop instructional material.

e. Teach related subjects class or classes (coordinator-teacher).

f. Make necessary records and reports.

3. Teacher. It is the duty of this individual to:

a. Teach shop classes or other special classes.

b. Prepare instructional material.

c. Work with other members of staff to improve standards of instruction.

NOTE: In addition to the duties mentioned above, and others that may be designated, it is the responsibility of all staff members to counsel with trainees whenever assistance is needed.

H. SALARY SCHEDULE AND TRAVEL

1. Salary. Salaries should be comparable to those paid trade and industrial personnel in similar jobs in public schools.

2. Travel expense. For coordinators (or coordinator-teachers), and others who are required to travel in order to perform their duties, amounts sufficient for travel expenses should be added to the salaries paid.

Va

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COMMUNITY SERVICES AVAILABLE TO VETERANS

Prepared by the

COMMUNITY VETERANS SERVICE COMMITTEE

RICHMOND COMMUNITY COUNCIL

in cooperation with the

VETERANS INFORMATION AND SERVICE CENTER

of

Richmond, Virginia

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CHILD CARE

Agency	Description of Service
Children's Aid Society 803½ East Main Street Tel. 2-0144	Provides short-time placement for resident white children.
Children's Home Society 803½ East Main Street Tel. 2-6585	Offers adoption service for white children.
Friends' Association for Colored Children 803½ East Main Street Tel. 2-0144	Offers short-time placement for Negro children and day care for children of working mothers.
Bureau of Catholic Charities 811 Floyd Avenue Tel. 2-5879	Offers placement and adoption service for Catholic children.
Ladies Hebrew Benevolent Association 19th and Broad Streets Tel. 3-5610	Offers placement service for Jewish children.
Social Service Bureau 1002 East Broad Street Tel. 7-4041	Offers long-time placement for resident white and Negro children.
Belle Bryan & Southside Nurseries - Applications - Children's Aid Society 803½ East Main Street Tel. 2-0144	Provides day nursery care for white children.
U.S.O. - N.T.A.A. 201 East Grace Street Tel. 7-4652	Assists families with plans for temporary day and evening care of children.

CHILD CARE

Agency	Description of Service
Richmond Public Schools 312 North 9th Street Tel. 7-4331 Nurseries and Child Care Centers White - Fox - 2300 Hanover Ave. (West End) Maury - 14th & Bainbridge Streets (Southside) Stuart - 3101 Fendall Ave. (Northside) Negro - Baker - St. Paul and Baker Streets Elba - 1000 W. Marshall St.	Nurseries Admit children from the ages of two to five and one-half years. The schools are open from 7 a.m. to 7 p.m. Monday through Saturday, inclusive. A mid-day lunch and two supplementary feedings, one in mid-morning and the other in mid-afternoon are provided. Provision is also made for adequate sleep and rest. An excellent educational program has been developed. These services are being provided for the children of working mothers at a weekly charge of $3.00 for white and $2.25 for Negro children. Child Care Centers Provide for children of elementary school age. The services and fees are similar to those provided in the nursery school.

EDUCATION AND VOCATIONAL TRAINING

Agency	Description of Service
Veterans Administration Guidance Center University of Richmond Tel. 6-4075	When a determination is made by the Veterans Administration that the veteran is prevented from returning to his pre-war work by reason of disability incurred in or aggravated by service, an interview

EDUCATION AND VOCATIONAL TRAINING

Agency	Description of Service
Veterans Administration Guidance Center (Continued)	will be arranged and the veteran requested to report at Government expense to this Agency for an interview with an experienced Vocational Adviser for the purpose of selecting a course of training. In the selection of the training program, careful consideration is given to the veteran's interests, educational qualifications, occupational experience, the results of intelligence and mechanical tests accomplished during advisement and available places of training. The veteran is entered in a course of training either in a school or business establishment, depending upon the training program selected. All phases of the program must be completed before rehabilitation. The veteran is entered in training at a place of business, a training program is prepared and followed by the employer, supervision is furnished by field staff Training Officer of the Veterans Administration, and upon completion of the training program this Agency assists in obtaining employment in the chosen objective. For the veteran who does not have a vocational handicap, but who is entitled to the benefits of the G. I. Bill, the Richmond Guidance Center provides testing service to ascertain occupational interests, aptitudes and abilities, which together with the veteran's interest and previous occupational experience permits the Veterans Administration Counsellor and the veteran to wisely select an occupational objective. Pensions, or monthly compensation, are payable under both programs during the period of training.

EDUCATION AND VOCATIONAL TRAINING

Agency	Description of Service
Division of Vocational Rehabilitation Department of Education Room 320 State Office Building Tel. 7-0781	Offers services of Vocational Rehabilitation to civilians and veterans with non-service-connected disabilities, and to others who meet eligibility requirements but who are not entitled to Veteran Rehabilitation service. Services may include diagnostic examination; vocational guidance; vocational training; placement and follow-up in employment; referral to U.S.E.S. upon completion of vocational preparation. When not available through other sources, services may include physical repair of static disabilities through hospitalization, medical or surgical treatment or prosthetic appliances, transportation and necessary occupational tools and equipment. The blind or industrially blind are referred to the Virginia Commission for the Blind, 3003 Parkwood Avenue, Richmond, for service.
Veterans Educational Advisory Committee	Advises veterans on the educational facilities available to veterans in Richmond.

EMPLOYMENT

Agency	Description of Service
Veterans Placement Division (Local Office) United States Employment Service 620 East Main Street Tel. 3-9155	Interviews and refers veterans to suitable employment in new jobs; gives job information concerning employment outside this immediate area; gives counseling service to veterans who, because of disability, lack of experience, or for other reasons, present a special placement problem; refers handicapped veterans to the Vocational Rehabilitation Division; and gives general information as to the services of other agencies and refers the veteran to those agencies.

EMPLOYMENT

Agency	Description of Service
Veterans Employment Service - U.S.E.S. 311 Broad-Grace Arcade (State Office) Tel. 3-5787	Is responsible for the supervision of the registration and placement of veterans through the local offices of the United States Employment Service, assists in securing and maintaining current information on the various types of employment in public and private industry, promotes the interest of employers in employing veterans and keeps veterans advised of job openings through the facilities of the Veterans Division of the local employment offices, acts as liaison between the United States Employment Service and Veterans Organizations and other groups in employment matters, and assists local veterans employment representatives in employment problems of veterans.
Richmond Public Employment Bureau 1002 East Broad Street Tel. 3-6376 Men's Division 3-7574 Women's Division	Offers advice and assistance in obtaining employment.
Selective Service Local Boards Richmond Jefferson and Broad Streets No. 1 - 7-1166 No. 2 - 7-1022 No. 3 - 3-4727 No. 4 - 7-0136 No. 5 - 2-5345 No. 6 - 2-0939 No. 7 - 7-1135 No. 8 - 7-1120	Is charged by law with the responsibility of providing reemployment or new employment for honorably discharged veterans. The Reemployment Committeeman attached to each local board has the direct responsibility to return veterans, who are entitled and so desire, to their former positions, or to aid them in securing new positions. He is also the personal representative, agent, and adviser of the veteran. He is the liaison agent and contact man with other agencies which provide specific services for the veterans.
Henrico County Board Courthouse 22nd and Main Streets - 3-7311	
Chesterfield County Board Chester Tel. 2401	
Selective Service State Headquarters State Office Building Tel. 2-7217	The State office notifies Veterans Employment Service of veterans being discharged.

EMPLOYMENT

Agency	Description of Service
Civil Service Commission 306 Parcel Post Building Tel. 2-1651	Is charged with the responsibility of giving preference to honorably discharged veterans in placement of personnel for federal employment in local and non-local positions. It is also the responsibility of this office to advise veterans as to the rights which they have under existing laws and regulations in connection with employment or reemployment by the federal government.
Veterans Business Consultation Committee of the Richmond Chamber of Commerce and the Committee for Economic Development 1304 State Planters Bank Building Tel. 2-2885	Individual members of this committee will advise veterans, who desire to enter a business of their own, concerning the opportunities, risks, and problems involved in the operation of various types of businesses. The veteran will consult with a committee member experienced in the business he wishes to enter. If he wishes to continue with his plans, bankers will discuss financial arrangements with him and will establish his line of credit, while members of the Real Estate Board will counsel with him regarding an advantageous location.
C. I. O. 410 Law Building 4 North 8th Street Tel. 3-4770	Has waived the initiation fees for non-members obtaining employment in C.I.O. organized plants; the only cost is to begin paying monthly dues. In the case of returning veterans, who before induction were C.I.O. members anywhere, their good standing has been preserved without payment of any dues while in the service.
A. F. of L. Richmond Central Trades and Labor Council Labor Temple 11th and Marshall Streets Tel. 2-6738	Will give service to veterans in securing reemployment and reinstatement in their former jobs.
American Legion Room 8, Capitol Building Tel. 7-2744	Works through the State Chairman, Employment Committee, American Legion, in securing jobs for veterans.

EMPLOYMENT

Agency	Description of Service
Veterans of Foreign Wars Room 823, State Office Building Tel. 3-8641 Room 8, Capitol Building Tel. 7-2744	Works through the State Chairman, Employment Committee, Veterans of Foreign Wars in securing jobs for veterans.
Henrico County USDA War Board West Annex, Henrico Courthouse 22nd and Main Streets Tel. 3-7311, Ext. 26	Interviews and places veterans applying for agricultural employment on Henrico County farms. Veterans can secure advice on selecting and purchasing farms in the county, on problems of farm operation, on financial channels for agricultural loans. The full facilities of the State Agricultural Extension Service are made available to him through that office.
Y. M. C. A. Foushee & Franklin Streets Tel. 7-2655	Offers a supplementary placement service to returning veterans, particularly those who avail themselves of its 30 to 90 day free membership privileges.
Leigh Street Y. M. C. A. 214 East Leigh Street Tel. 2-7323	Points out community resources in employment opportunities.
Y. W. C. A. 6 North Fifth Street Tel. 3-6761	Assists returning servicewomen in making plans for reemployment. A free program will be provided for three months.
Y. W. C. A. - Phyllis Wheatley Branch 515 North Seventh Street Tel. 3-2803	Offers general information in employment opportunities.

FINANCIAL ASSISTANCE

Agency	Description of Service
Veterans Administration 316 Lyric Building 9th and Broad Streets Tel. 3-3042	Accepts applications for loans for the purchase of construction of homes, farms, and business property to be approved by the Roanoke office of Veterans Administration.

FINANCIAL ASSISTANCE

Agency	Description of Service
Veterans Administration Readjustment Allowance Agent 321 Broad-Grace Arcade Tel. 3-0293	Grants readjustment allowances of $20 per week for a period not to exceed 52 weeks, dependent upon length of service.
Bankers Veterans Advisory Committee Telephone Veterans Information and Service Center, 2-6638, for list of Committee members	Committee members, representing all Richmond banks, advise veterans on the loan provisions of the G. I. Bill.
American Red Cross Richmond Chapter 2 N. 5th Street Tel. 2-3817 Henrico Chapter Brook Hill, Virginia Tel. 5-1763 Chesterfield Chapter Centralia Road Chester - 5671	Offers financial assistance on a needs basis pending adjudication of claim.
Travelers Aid Society 803½ East Main Street Tel. 3-0279 Saturday afternoon and Sunday Call: 2-7571 5-6861 2-1767 (5 P.M. to 12:30 A.M.)	Offers financial assistance to unattached veterans in the city for less than twelve months who have not filed claim, to those whose claims have already been adjudicated but who find themselves in need of temporary assistance, and to veterans in difficulty while in transit. The veteran's family is aided only if in the city for less than two weeks at time of need.
U. S. O. - N. T. A. A. 201 East Grace Street Tel. 7-4652	Offers financial assistance on a needs basis to non-resident veterans who are constituents of the club and to their associated civilians who have not filed claims, or whose claims have been adjudicated.
Family Service Society 221 Governor Street Tel. 3-3541	Grants financial assistance to resident veterans and their families if the need is involved with personal or family problems but never if relief is the sole need.

FINANCIAL ASSISTANCE

Agency	Description of Service
Bureau of Catholic Charities 811 Floyd Avenue Tel. 2-5879	Provides financial assistance to Catholic veterans and their families if need is involved with personal or family problems.
Social Service Bureau 1002 East Broad Street Tel. 7-4041	Grants financial assistance to resident veterans and their families on a needs basis.
Ladies Hebrew Benevolent Association 19th and Broad Streets Tel. 3-5610	Offers financial assistance to Jewish veterans and their families.

HEALTH SERVICES

Agency	Description of Service
Division of War Veterans Claims Room 8, Capitol Building Richmond, Virginia Tel. 7-2744	Veterans Administration offers hospitalization to all veterans for illnesses, service connected or not. The responsibility for rehabilitation within the Army or Navy terminates when the individual has received maximum hospital benefit; that is, when he has received all surgery or other treatment necessary at that time, has been fitted with the necessary prosthetic devices, and has been trained in the use of them. The Veterans Administration is then responsible for further care for non-service cases, only when beds are available,
Veterans Administration 316 Lyric Building 9th and Broad Streets Tel. 3-3042	Offers the following types of health service: 1 - Hospitalization to veterans not dishonorably discharged for a service connected disability, if medically determined, as needed; for a non-service connected disability, if medically determined, as needed, if a bed is available, and financially unable to pay elsewhere.

HEALTH SERVICES

Agency	Description of Service
Veterans Administration (Continued)	2 - Domicilliary Care to same group of eligibles if suffering from chronic persistent disabilities which imcapacitate him from earning a living, if medically determined, as needed, if a bed is available, and if disciplinary status is clear. 3 - Out-patient treatment such as medicines, prosthetic supplies, dental treatment, etc., to veterans suffering from service connected disabilities and to vocational rehabilitation trainees. 4 - Transportation for the above medical care, with certain exceptions, upon prior authorization.
American Red Cross Richmond Chapter 2 N. 5th Street Tel. 2-3817 Henrico Chapter Brook Hill, Virginia Tel. 5-1763 Chesterfield Chapter Centralia Road Chester - 5671	Offers assistance in filing claims for hospitalization.
American Legion Room 8, Capitol Building Tel. 7-2744	Offers assistance in filing claims for hospitalization.
Veterans of Foreign Wars Room 823, State Office Bldg. Tel. 3-8641 Room 8, Capitol Bldg. Tel. 7-2744	Offers assistance in filing claims for hospitalization.
City Department of Health 11th and Broad Streets Tel. 2-9046	Provides hospitalization for all resident families and out-of-state emergencies unable to pay for care. This service would, therefore apply to the veteran's family. Medical care in the home is also provided to any family requesting this service by a direct call or through another agency.

HEALTH SERVICE

Agency	Description of Service
Out-Patient Department Medical College of Virginia 12th and Marshall Streets Tel. 7-1800	Offers complete clinical medical and psychiatric service to those who are unable to pay a private physician's fee.
Children's Memorial Clinic 1001 East Clay Street Tel. 3-7319	Offers its services for study and treatment of maladjusted children.
I. V. N. A. 223 South Cherry Street Tel. 2-5808	Offers bedside nursing care to any family unable to provide for such care through their own resources.

HOUSING

Apartments - Rooms

Agency	Description of Service
American Legion George Ben Johnston Handy Post 200 1106 Travelers Building Tel. 7-0180	Offers assistance to veterans in housing as a special service of this particular post.
Y. M. C. A. Foushee and Franklin Streets Tel. 7-2655	Offers temporary housing.
Leigh Street Y. M. C. A. 214 East Leigh Street Tel. 2-7323	Points out community resources in housing.
Y. W. C. A. 8 South Third Street Tel. 3-6787	Offers comfortable lodging for a night or a year to returning servicewomen.
Y. W. C. A. - Phyllis Wheatley 515 North Seventh Street Tel. 3-2803	Offers information as to housing.

HOUSING

Agency	Description of Service
U. S. O. - N. T. A. A. 201 East Grace Street Tel. 7-4652	Provides temporary housing for discharged men onroute, or who are new to the community.
Travelers Aid Society 803½ East Main Street Tel. 3-0279 Saturday afternoon & Sunday call: 2-7574 5-6861 2-1761 (5 P.M. to 12:30 A.M.)	Offers assistance to non-resident veterans in finding suitable housing accommodations.

INFORMATION SERVICE
(Primary Function)

Agency	Description of Service
Veterans Information and Service Center 201 West Broad Street Tel. 2-6638	Is the central agency in providing information and referral services on all matters affecting veterans and their families.
American Red Cross Military and Naval Welfare Service Located in Military and Navy Hospitals McGuire General Richmond - Broad Rock Rd. Tel. 7-3231	Discusses post-discharge plans with every patient prior to discharge from the service and makes referrals to proper military resources. Assistance and information is given concerning filing of claims, vocational rehabilitation, employment, veteran's benefits, such as medical care and hospitalization. Aid is given by social case workers with plans for readjustment to civilian life and carried out through cooperation with Home Service in American Red Cross Chapters.
Separation Classification and Counselling Section McGuire General Hospital Broad Rock Road Tel. 7-3431 - Ex. 220	1 - Offers vocational and educational guidance for soldiers being discharged from the Army. 2 - Furnishes information on veteran's legal rights and benefits. 3 - Provides each soldier with a record of authentic information showing what the Army knows of his experience and qualifications.

INFORMATION SERVICE
(Primary Function)

Agency	Description of Service
Separation Classification and Counselling Section (Continued)	4 - Refers the veteran to proper local agency when additional service after discharge is required. Other veterans in the community may use these facilities as well as military personnel being separated from the Army at McGuire General Hospital.
Personal Affairs Section U. S. Army - 3rd Service Command 309 Parcel Post Building Tel. 7-0301	Affords to all former members of the army and their dependents and also dependents of deceased members of the army, information, counsel and advice concerning the many and varied personal problems which may arise as incident to or subsequent to war service. This assistance includes applications for benefits, pensions, mustering-out pay, hospitalization and the employment, education, loan and rehabilitation benefits afforded veterans under the G. I. Bill of Rights.
Civil Readjustment Office Naval Training School Hull and Fourth Streets Tel. 7-4511	Offers to naval personnel upon discharge a factual presentation of the rights and benefits to which a veteran of World War 11 is entitled.
Rehabilitation Division U. S. Marine Corps Room 300 - 306 224 East Broad Street Tel. 2-2945	Receives applications for referral to the rehabilitation officer for the State of Virginia, located at Marine Barracks, Norfolk Navy Yard, Portsmouth, Virginia. The rehabilitation officer's job is to contact Marines who have just returned to civilian life and help them with any problems they may have. This usually consists in taking them and their problems to the proper agency and helping them deal with the agency. In any other way, he is able to aid them, it is his job to do so.
U. S. O. - N. T. A. A. 201 East Grace Street Tel. 7-4652	Gives information concerning national, state, and local agencies serving their needs in vocational training, continuance of education, family problems, job placement, veterans benefits, etc.

INFORMATION SERVICE

Agency	Description of Service
Travelers Aid Society 803½ East Main Street Tel. 3-0279 Saturday afternoon & Sunday call: 2-7574 5-6861 2-1767 (5 P.M. to 12:30 A.M.)	Offers information and direction service to both resident and non-resident veterans who may need accurate information regarding community resources, including social agencies and organizations, recreational, medical, educational, commercial facilities, and church activities, etc.; to non-resident veterans needing help in finding suitable housing accommodations; to veterans who need assistance in locating friends and relatives.
Y. W. C. A. 6 North 5th Street Tel. 3-6761	Offers information to returning servicewomen on community resources, employment, etc.
Y. W. C. A. - Phyllis Wheatley 515 North Seventh Street Tel. 3-2803	Offers general information to all veterans.
Y. M. C. A. Foushee and Franklin Streets Tel. 7-2655	Offers 24 hour information service on community resources for veterans, employment, housing, education facilities, church locations, health clinics, items of civic information, etc.
Leigh Street Y. M. C. A. 214 East Leigh Street Tel. 2-7323	Serves as an information center for veterans.
American War Dads Richmond Chapter Room 501, State Office Building Tel. 7-0781	Provides advisory services in various matters affecting veterans.

LEGAL AID

Agency	Description of Service
Veterans Administration 316 Lyric Building 9th and Broad Streets Tel. 3-3042	Offers service in legal matters pertaining to government claims, guardianship, etc.

LEGAL AID

Agency	Description of Service
Virginia State Bar 408 Law Building 8th and Main Streets Tel. 2-4635	Refers veterans to members of the State Bar Committee with offers legal services.
Family Service Society 221 Governor Street Tel. 3-3541	Offers legal services through its Legal Aid Bureau or acts as referral point to the Virginia State Bar.

OTHER CLAIMS EXCEPT PENSIONS AND HOSPITALIZATION

Agency	Description of Service
Veterans Administration 316 Lyric Building 9th and Broad Streets Tel. 3-3042	Handles various claims such as insurance adjustments, mustering-out pay, etc.
Division of War Veterans' Claims Room 8, Capitol Building Richmond, Virginia Tel. 7-2744	Handles applications for mustering-out pay, national service insurance, burial allowances, headstones, and markers.
American Red Cross Richmond Chapter 2 North Fifth Street Tel. 2-3817 Henrico Chapter Brook Hill, Virginia Tel. 5-1763 Chesterfield Chapter Centralia Road Chester - 5671	Offers assistance in filing claims for government benefits.
American Legion Room 8, Capitol Building Tel. 7-2744	Offers assistance in filing claims for government benefits.
Veterans of Foreign Wars Room 823 - State Office Building Tel. 3-8641 Room 8, Capitol Building Tel. 7-2744	Offers assistance in filing claims for government benefits.

PENSIONS

Agency	Description of Service
Veterans Administration 316 Lyric Building 9th and Broad Streets Tel. 3-3042	Grants pensions for disabilities proven to have been incurred in, or aggravated by reason of, active service in the armed forces of the United States, ranging from $6 to $300 per month, depending on the nature, degree, and permanency of disability, and the time of its incurrence. The Administration also grants compensation to dependents of deceased veterans who meet certain specified requirements.
Division of War Veterans Claims Room 8, Capitol Building Richmond, Virginia Tel. 7-2744	Veterans Administration has the final responsibility for settling all claims of veterans and their dependents for pensions due to disability as a result of war service. Applications filed through Division of War Veterans Claims in Richmond.
American Red Cross Richmond Chapter 2 N. 5th St. Tel. 2-3817 Henrico Chapter Brook Hill, Va. Tel. 5-1763 Chesterfield Chapter Centralia Road Chester - 5671	Gives assistance in filing and following through claims for government benefits.
American Legion Room 8, Capitol Building Tel. 7-2744	Works through the Division of War Veterans Claims in securing pensions.
Veterans of Foreign Wars Room 823 - State Office Building Tel. 3-8641 Room 8, Capitol Building Tel. 7-2744	Offers assistance in filing claims for pensions.

PERSONAL OR FAMILY PROBLEMS

Agency	Description of Service
American Red Cross Richmond Chapter 2 North 5th Street Tel. 2-3817 Henrico Chapter, ARC Brook Hill, Virginia Tel. 5-1763 Chesterfield Chapter, ARC Centralia Road Chester - 5671	Offers case work service to returning serviceman and his family, supplementing those services already existing in each community and assisting him to use most effectively those resources available to him.
Travelers Aid Society 803½ East Main Street Tel. 3-0279 Saturday afternoon & Sunday call: 2-7574 5-6861 2-1767 (5 P.M. to 12:30 A.M.)	Offers case work services to unattached veterans in the city for less than twelve months who have not filed a claim, to those whose claims have already been adjudicated but who find themselves in need of temporary assistance, and to veterans in difficulty while in transit. The veteran's family is accepted only if in the city less than two weeks at time of need.
Family Service Society 221 Governor Street Tel. 3-3541	Provides case work services to resident and non-resident families of veterans.
Social Service Bureau 1002 East Broad Street Tel. 7-4041	Supplies the case work needs of families receiving assistance from the agency.
Ladies Hebrew Benevolent Association 19th and Marshall Streets Tel. 3-5610	Gives case work services to families receiving assistance from the agency.
Bureau of Catholic Charities 811 Floyd Avenue Tel. 2-5879	Provides case work services to Catholic families.
U. S. O. - N. T. A. A. 201 East Grace Street Tel. 7-4652	Gives case work services to non-resident returning veterans and their families. The agency refers to a specific social agency those individuals needing the particular type of service provided by that agency. (USO-NTAA services are confined to the participants of the club.)

PERSONAL OR FAMILY PROBLEMS

Agency	Description of Service
Y. M. C. A. Foushee and Franklin Sts. Tel. 7-2655	Offers consultation service on personal problems.
Leigh Street Y. M. C. A. 214 East Leigh Street Tel. 2-7323	Offers consultation service on personal problems.
Y. W. C. A. 6 North Fifth Street Tel. 3-6761	Offers personal and individual counseling to the returned service-woman, helping her to adjust to civilian life.
Y. W. C. A. - Phyllis Wheatley 515 North Seventh Street Tel. 3-2803	Offers consultation service on personal problems.

RECREATION

Agency	Description of Service
Y. M. C. A. Foushee & Franklin Streets Tel. 7-2655	Offers health and recreation rehabilitation. Veterans will be given free regular membership of from 30 to 90 days. The Y. M. C. A. will put at their disposal the regular facilities of recreation and informal education, which will include use of gymnasium, swimming pool, club rooms, showers, sun deck, lectures on health education, etc.

RECREATION

Agency	Description of Service
Y. W. C. A. 6 North Fifth Street Tel. 3-6761	Offers health and recreation activities to returning servicewomen including swimming, tennis, badminton, rhythmic exercises, organized games, and outdoor activities; participation in the study of crafts, music, and other informal interest groups; and dancing. A free program will be provided for three months.
U. S. O. 201 East Grace Street Tel. 7-2323 810 East Grace St. (Catholic) Tel. 2-2230 212 East Leigh St. (Negro) Tel. 3-3765	Offers all facilities of clubs to veterans upon proper identification but encourages returned veterans to seek integration with civilian agencies.

RELIGIOUS NEEDS

Agency	Description of Service
Richmond Jewish Community Council 222 East Broad Street Tel. 3-3610	Offers consultation and referral services to Jews.
Catholic Consultation Service 811 Floyd Avenue Tel. 2-5879	Offers consultation and referral services to Catholics.
Virginia Council of Churches 1444 East Main Street, 2nd Floor Tel. 3-0274	Offers religious consultation service to Protestants.
U.S.O. (Through all operating units) Jewish Welfare Board 201 East Grace Street Tel. 7-2323	Offers consultation service to all veterans and refers veterans to their particular faith.
National Catholic Community Service 810 East Grace Street Tel. 2-2230	Offers consultation service to all veterans and refers veterans to their particular faith.

RELIGIOUS NEEDS

Agency	Description of Service
Y. M. C. A. Foushee and Franklin Sts. Tel. 7-2655	Offers consultation service to all veterans and refers veterans to their particular faith.
Negro U. S. O. 212 East Leigh Street Tel. 3-3765	Offers consultation service to all veterans and refers veterans to their particular faith.

TRAVEL SERVICE

Agency	Description of Service
Travelers Aid Society 803½ East Main Street Tel. 3-0279 Saturday afternoon & Sunday call: 2-7574 5-6861 2-1767 (5 P.M. to 12:30 A.M.)	Offers travel and appointment service to both resident and non-resident veterans and dependents who, because of language difficulties, mental or physical disabilities, etc., need assistance in making connections at change points, destination, or both.
U. S. O. - N. T. A. A. 201 East Grace Street Tel. 7-4652	Gives travel assistance, other than financial, to participants of the U.S.O. Club.

VOCATIONAL GUIDANCE OR COUNSELING

Agency	Description of Service
Richmond Consultation Service 1203 East Broad Street Tel. 2-5359	Offers confidential assistance to persons who are interested in having a vocational counselor help them to decide what type of occupation they should enter, what types of work they can do, and how to go about making plans for work or training. The Service will discuss with them their

VOCATIONAL GUIDANCE OR COUNSELING

Agency	Description of Service
Richmond Consultation Service (Continued)	previous training and work experience in relation to interest in employment, help them discover special aptitudes and skills, discuss work or training in light of their background, interests, abilities, and ambitions, and tell them about opportunities in various fields of work. It does not directly find employment for anyone and does not offer psychiatric diagnosis. Its facilities are available to white persons of all ages, regardless of physical conditions, amount of education, amount of employment experience, or financial standing.

AGENCIES AND ORGANIZATIONS PROVIDING SERVICES FOR VETERANS IN RICHMOND

Page

A. F. of L. 6
Richmond Central Trades
and Labor Council
Labor Temple
11th and Marshall Streets
Tel. 2-6738

American Legion 11
George Ben Johnston
Handy Post 200
1106 Travelers Building
Tel. 7-0180

American Legion 6, 10, 15, 16
Room 8, Capitol Building
Tel. 7-2744

American Red Cross 12
Military and Naval Welfare Service
McGuire General Hospital
Broad Rock Road
Tel. 7-3431

American Red Cross 8, 10, 12, 15, 16, 17
Richmond Chapter
2 North Fifth Street
Tel. 2-3817

Henrico Chapter
Brook Hill, Virginia
Tel. 5-1763

Chesterfield Chapter
Centralia Road
Tel. Chester - 5671

American War Dads 14
Room 501
State Office Building
Tel. 7-0781

Bankers Veterans Advisory Committee 8
Telephone Veterans Information and
Service Center, 2-6638, for list
of Committee Members

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Belle Bryan Day Nursery 1
201 North 19th Street
Apply: Children's Aid Society
803½ East Main Street
Tel. 2-0144

Bureau of Catholic Charities 1, 9, 17
811 Floyd Avenue
Tel. 2-5879

C. I. O. 6
410 Law Building
4 North Eighth Street
Tel. 3-4770

Catholic Consultation Service 19
811 Floyd Avenue
Tel. 2-5879

Children's Aid Society 1
803½ East Main Street
Tel. 2-0144

Children's Home Society of Virginia 1
803½ East Main Street
Tel. 2-6585

Children's Memorial Clinic 11
1001 East Clay Street
Tel. 3-7319

City Department of Health 10
11th and Broad Streets
Tel. 2-9046

Civil Readjustment Office 13
Naval Training School
End East 4th Road
Tel. 7-4511

Civil Service Commission 6
306 Parcel Post Building
Tel. 2-1651

Committee for Economic Development 6
Richmond Chamber of Commerce
1304 State Planters Bank Building
Tel. 2-2885

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Division of Vocational Rehabilitation 4
Department of Education
Room 320, State Office Building
Tel. 7-0781

Division of War Veterans Claims 9, 15, 16
Room 8, Capitol Building
Tel. 7-2744

Family Service Society 8, 15, 17
221 Governor Street
Tel. 3-3541

Friend's Association for Colored Children 1
803½ East Main Street
Tel. 2-0144

Henrico County USDA War Board 7
West Annex, Henrico Courthouse
22nd and Main Streets
Tel. 3-7311, Ext. 26

I. V. N. A. 11
223 South Cherry Street
Tel. 2-5808

Ladies' Hebrew Benevolent Association 1, 9, 17
19th and Broad Streets
Tel. 3-5610

National Catholic Community Service 19
810 East Grace Street
Tel. 2-2230

Out-Patient Department 11
Medical College of Virginia
12th and Marshall Streets
Tel. 7-1800

Personal Affairs Section 13
U. S. Army - 3rd Service Command
309 Parcel Post Building
Tel. 7-0301

Rehabilitation Division 13
U. S. Marine Corps
Room 300-306
224 East Broad Street
Tel. 2-2945

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Richmond Consultation Service 20, 21
1203 East Broad Street
Tel. 2-5359

Richmond Jewish Community Council 19
222 East Broad Street
Tel. 3-3610

Richmond Public Employment Bureau 5
1002 East Broad Street
Men's Division, Tel. 3-6376
Women's Division, Tel. 3-7574

Richmond Public Schools 2
Nurseries and Child Care Centers
Apply: 312 North 9th Street
Tel. 7-4331

Selective Service 5
Local Boards
Jefferson and Broad Streets
No. 1 - 7-1166
No. 2 - 7-1022
No. 3 - 3-4227
No. 4 - 7-0136
No. 5 - 2-5345
No. 6 - 2-0939
No. 7 - 7-1135
No. 8 - 7-1120

Henrico County Board
Courthouse
22nd and Main Streets
Tel. 3-7311

Chesterfield County Board
Chester - 2401

State Headquarters
State Office Building
Tel. 2-7217

Separation Classification and Counselling Section 12
McGuire General Hospital
Broad Rock Road
Tel. 7-3431, Ext. 220

Social Service Bureau 1, 9, 17
Department of Public Welfare
1002 East Broad Street
Tel. 7-4041

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Southside Day Nursery 1
325 West 15th Street
Apply: Children's Aid Society
803½ East Main Street
Tel. 2-0144

Travelers Aid Society 8, 12, 14, 17, 20
803½ East Main Street
Tel. 3-0279
Saturday afternoon and Sunday call:
2-7571
5-6861
2-1767 (5 P.M. to 12:30 A.M.)

U. S. O. 19, 20
201 East Grace Street
Tel. 7-2323
810 East Grace Street (Catholic)
Tel. 2-2230
212 East Leigh Street (Negro)
Tel. 3-3765

U. S. O. Jewish Welfare Board 19
201 East Grace Street
Tel. 7-2323

U.S.O. - N.T.A.A. 1, 8, 12, 13, 17, 20
201 East Grace Street
Tel. 7-4652

Veterans Administration Contact Representative 7, 9, 15, 16
316 Lyric Building
9th and Broad Streets
Tel. 3-3042

Veterans Administration Guidance Center 2, 3, 14
University of Richmond
Tel. 4-5850

Veterans Administration Readjustment Allowance Agent 8
321 Broad-Grace Arcade
Tel. 3-0293

Veterans Business Consultation Committee 6
Richmond Chamber of Commerce
1304 State Planters Bank Building - 2-2885

Veterans Educational Advisory Council 4

Veterans Employment Service 5
U. S. E. S. (State Office)
311 Broad-Grace Arcade
Tel. 3-5787

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Veterans of Foreign Wars 7, 10, 15, 16
Room 823, State Office Building
Tel. 3-8641
Room 8, Capitol Building
Tel. 7-2744

Veterans Information and Service Center 12
201 West Broad Street
Tel. 2-6638

Veterans Placement Division (Local Office) 4
United States Employment Service
620 East Main Street
Tel. 3-9155

Virginia Council of Churches 19
1444 East Main Street, 2nd Floor
Tel. 3-0274

Virginia State Bar 15
408 Law Building
8th and Main Streets
Tel. 2-4635

Y. M. C. A. 7, 11, 14, 18, 20
Foushee & Franklin Streets
Tel. 7-2655

Y. M. C. A. Leigh Street 7, 11, 14, 18
214 East Leigh Street
Tel. 2-7323

Y. W. C. A. 7, 11, 14, 18, 19
6 North Fifth Street
Tel. 3-6761

Y. W. C. A. - Phyllis Wheatley 7, 11, 14, 18
515 North Seventh Street
Tel. 3-2803

REPORT OF THE TREASURER
NEGRO ORGANIZATION SOCIETY OF VIRGINIA
Year ended, June 30, 1945

X Va

Balance on hand, June 30, 1944			$ 554.43
Receipts:			
Appropriation from the Commonwealth of Virginia			3,750.00
Annual Meeting, November, 1944		4,810.78*	
Dues and donations during the year:			
Individuals	103.50		
Churches and Sunday Schools	345.52		
Fraternal organizations	7.00		
Conferences and Conventions	106.00		
Teacher Associations	48.00		
School Leagues	37.45	647.47	
			5,458.25
Total receipts			9,762.68
Expenditures:			
Salaries:			
Field Secretary	1,666.80		
Office Secretaries	1,300.61		
Other clerical services	30.00		
Withholding taxes	181.50	3,178.91	
Travelling expenses		641.20	
Annual Meeting expenses		265.83	
Returned to the Councils of 49		1,223.57	
Donation for indigent patient at Burkeville Sanatorium		29.00	
Appropriations:			
Better Civic Participation	100.00		
Better Health - Dental	50.00		
Better Health - Medical	300.00		
Better Jobs	100.00		
Better Schools	100.00		
Leadership Training	200.00	850.00	
Office expenses:			
Rent	240.00		
Printing and postage	527.01		
Office supplies	12.65		
Telephone service	145.61	925.27	
Miscellaneous:			
City tax	1.10		
Registration tax	5.00		
Bank charges	4.45		
Advertisements	30.00		
Floral designs	33,94		
Notary fees	1.00	75.49	
Total expenditures:			7,189.27
Balance on hand, June 30, 1945			2,573.41

*Included in this amount is ~~$4,138.05~~ from the Councils of 49.

Walter R. Brown
Treasurer

NEWS LETTER

June 1946

The activities of the Veterans Information and Service Center continue to grow! The month of June showed 1265 veterans and non-veterans applying to the Center for advice and assistance of various kinds.

It is gratifying to note that so many of our veterans are desirous of obtaining further education or training to better their chances of earning a livelihood. A total for June of 90 desired apprentice training; 93 desired college training; 44 desired further education through home-study courses; 21 desired High School education; 114 desired vocational training and 115 desired on-the-job training in fields not covered by apprenticeship programs.

Many veterans are interested in securing loans under the provisions of the G. I. Bill, 35 requested business loans and 72 requested home loans.

Surplus property accounted for 57 requests and unemployment compensation 37.

Of the total applicants for June, 22 were non-veterans; 4 were former members of the Womens Army Corp; 2 were former Waves; 17 were veterans of World War I, and 66 were families of veterans. Of the total applicants during June 374 were Negroes.

A tabulation of activities for the month of June is attached hereto.

Several interesting occurrences took place during June. A recently discharged veteran came to this office requesting assistance in securing a refund of overpayment of income tax. He had written several letters to the Collector of Internal Revenue in North Carolina which produced no results. The Director of the Center wrote for this veteran and outlined the entire case and in about 10 days the refund check was received. Another veteran was considered a contract violator in California and several pay checks were being withheld. The Director wrote to the Naval Shipyard in California setting forth the facts and a letter was received stating the stigma of contract violator would be removed and his checks were being released. The wife of a man in service overseas was having difficulty in procuring a much needed operation for her child. The Center intervened in her behalf and the needed operation was performed.

The importance of the Center is increasing daily as evidenced by the number of persons coming to the Center for assistance, advice and counseling. An interesting fact is that in a recent month, the total number of persons handled at the Center was only 400 short of the number handled at the nearby Veterans Administration Office.

Morris W. Cousins

Tabulation of Activities of the Veterans Information and Service Center

Requests	1 June 1945 to 31 May 1946	June 1946	Total
Apprentice Training	287	90	377
Building Material	54	14	68
Business License	9	0	9
Dependency Benefits	38	6	44
Disability Pension	100	67	167
Education - College	591	93	684
Correspondence	55	44	99
High & Elementary	43	21	64
Vocational	576	114	690
On-the-job-training		115	115
Employment	378	30	408
Enlistment - Army	43	15	58
Coast Guard	2	0	2
Merchant Marine	8	6	14
Navy	6	3	9
Family Aid	30	11	41
Financial Aid	14	0	14
Hospitalization	265	30	295
Housing	767	117	884
Income Tax	60	4	64
Insurance	472	99	571
Legal Aid	36	3	39
Loans - Business	124	35	159
Farm	14	0	14
Home	364	72	436
Small	21	2	23
Locating Persons	5	0	5
Lost Discharges	33	10	43
Medical Attention	0	19	19
Miscellaneous	725	111	836
Mustering Out Pay	57	13	70
Notary Work	16	0	16
Old Job	141	13	154
Pay Claims	50	17	67
Pensions	156	0	156
Public Officials Visits	5	0	5
Rentals - Register	3	0	3
Reporting to Draft Board	13	0	13
State Benefits	7	0	7
Surplus Property	290	57	347
Unemployment Compenstation	138	37	175
Vet. Org. App. - V. F. W & Am. Leg.	3	0	3
Totals	6001	1265	7266
Non-Veterans	66	22	88
Wacs	6	4	10
Waves	14	2	16
World War I Veterans	51	17	68
Veterans Families	249	66	315

705 Byrd Park Court
Richmond, Va.
July 18th
1945

My dear Dr. Mitchell: 4PBS3

May I confirm with you our appointment for the evening of August sixth, here in Richmond at which time you have so kindly consented to address the Richmond Congressional Council for a Permanent Fair Employment Commission.

This meeting will be the fourth of a series of educational programs sponsored by the local council. The first two were held at white meeting places with negro speakers, followed by the third in a Negro Church in South Richmond, with Miss Margery Taylor, legislative assistant at the F.E.P.C. Washington Office as guest speaker. Miss Taylor is a Wellesley graduate, with rich teaching experience. It was an inspiration to have seen the interest she awakened among our colored friends, thru her review of the lobby activities behind the scenes, by the efficient staff at the National Office.

The next meeting is to be held at the Fifth Baptist Church in the West End at Harvey and Carey Sts. I understand Rev. E. W. Barnes has a large congregation composed mainly of modest income unorganized workers. In the light of this you may wish to approach your subject on the need for

a Permanent F. E. P. C. in Post War Jobs.

Our local council is an interracial, inter-faith membership and has the support from such organizations as the Richmond Committee on Interracial Cooperation, the Council of Jewish Women, Rabbis, several Negro Union, (no real support from A. F. of L. or C.I.O. leaderships yet) Fraternal groups, and the usual handful of Liberals.

Now that Congress has granted funds to F. E. P. C. for another year, we are all the more determined to carry the story and facts behind the Permanent F. E. P. C. to all segments of the population in the hopes that full political awareness may be expressed in bringing about such enactment in the fall.

It is always awkward for me to introduce the issue of that most vital item - finances. However, since we must may I say that our Treasury is limited. We were able to send the National F. E. P. C. office $25. following Miss Taylor's visit and I believe we can send about same to your office. Will this be satisfactory?

May we have an autobiographical sketch from you soon so that we may go ahead with Program, Publicity + mailing list for next meeting?

With kind regards and hoping to see you on August 6th. I am Ever Sincerely, (Mrs.) Anne D. Fellman

Va

July 31, 1945

Virginia State College
Ettrick, Virginia

Dear Sirs:

I shall be grateful for your kindness in sending me a copy of Volume 31, No. 1, February, 1945, issue of the Virginia State College Gazette, giving factors in the life of rural Virginia Negroes by Dr. Harry W. Roberts.

Postage is enclosed. If any charge, plese let me know.

Sincerely,

George S. Mitchell

GSM:w
Encl: 6¢

A REPORT

by the

POSTWAR EMPLOYMENT COMMITTEE

of

LOUDOUN COUNTY

A TYPICAL VIRGINIA TOWN SURVEYS ITS WORKING POPULATION

Va

August 1, 1945

Mr. Garland Pollard
Belle Isle Farm
Somers, Virginia

Dear Garland:

It was as kind of you as could be to write me so encouragingly on July 25th.

It is a big job which I don't know how to begin. The present plan is to find out just what each state is doing and make an analysis and point out weak spots — quietly.

I have followed from time to time what I could of your progress in farming. You may happen to be a subscriber to a magazine called The Land, which Russell Lord edits. The address is: Friends of the Land, 1 South Fourth Street, Columbus 15, Ohio. It is one of the few things I get that I read through each quarter.

I have bought a house in Atlanta and shall move Alice and the children down next week. Father has now retired and declares he will live in the North Carolina mountains for good and all.

I do hope some early trip to Virginia will give me some opportunity to see you and your nice wife again.

Sincerely,

George S. Mitchell

GSM:w

BELLE ISLE FARM
SOMERS, VIRGINIA

July 15 1945

My dear George:

Peggy & myself are delighted to learn that you have joined the SRC staff.

We can think of no more important social problem than race relationships. The South is moving — but not fast enough. I'm sure you can help a great deal.

Please remember us to Mrs. Mitchell. We recall pleasantly the year or so you were neighbors in Arlington County.

Sincerely

Garland Bellard

~~SR~~ Va

August 1, 1945

Mr. A. R. Leiserson
American Paper Company
East Highland Park
Richmond, Virginia

Dear Mr. Leiserson:

I find that I have not replied at all to your letter of July 5th, asking what was being done to keep the matter of Eastland's speech alive until the War Department does something more vigorous about it.

I had hoped to get to see you on my recent visit to Richmond. I shall be there again next week and shall try to get to your home.

It occurred to some of us that the movies would be the best answer to Eastland. We have approached the MARCH OF TIME through their Atlanta office and asked them to consider doing a movie on the record of the Negro soldiers.

We have not been turned down as yet, and we hope for a favorable outcome on it.

In conjunction with the Southern Conference for Human Welfare a pamphlet is being prepared on the record of the Negroes in this war which we hope can be largely distributed. Some distribution is being given to the enclosure also. Nothing is enough, and certainly these things are not.

It would be helpful to me if I could discuss the matter with you when I am in Richmond.

Sincerely,

George S. Mitchell

GSM:w
Encl.

AMERICAN PAPER COMPANY
INCORPORATED

MANUFACTURERS of GROCERY BAGS

EAST HIGHLAND PARK
RICHMOND 22, VIRGINIA
TELEPHONE 2-0109

July 5, 1945.

"See American First"

BE ALWAYS ON THE RIGHT SIDE

Mr. George S. Mitchell,
Southern Regional Council,
Auburn Avenue,
Atlanta, Georgia.

Dear Sir:

I was pleased to receive your wire of July 3rd.

I am seriously concerned with lack of action in Washington. What do you think we can do to keep this matter alive until the War Department comes forth with a decent explanatory statement.

Very truly yours,

A. R. Leiserson

A. R. Leiserson.

ARL/t

C/C Prof. Howard Odum.

Please Examine Samples and Send Us Your Orders for Prompt Shipment from Our Richmond Warehouse

aug 15, 1946

Vault

MEMORANDUM -- ON-THE-JOB TRAINING

Mr. Lutz called and gave us the following information concerning changes under the recent law limiting pay of On-The-Job Training Program. Previous to the passage of this law, there were in Richmond

277 firms approved
400 job classifications
1,254 possible trainees

The following figures represent eliminations in these categories

29 firms approved
46 job classifications
105 possible trainees

The following figures represent reductions

145 firms approved
212 job classifications
836 possible trainees

The following were not affected at all.

103 firms
142 job classifications
309 possible trainees

Richmond, Va.
about Aug 15, 46
called from Judy, probably
from Richmond VLO

August 20, 1945

Mr. Thomas C. Allen, Director
Department of Interracial Cooperation
1444 East Main Street. Room 215
Richmond, Virginia

Dear Tom:

I have been thinking about our program. Your letter of August 11th looks as though the meeting will go through.

In my view the meeting would center on re-employment.

The various divisions might be:

Administration
Jobs
Education

Under Administration, some representative of the Governor's Committee in Virginia and a representative of any fair-sized city's Veterans Service Center might talk briefly. The first man would outline the duties of the National Reemployment and Retraining Administration (coordinating only) and the broad arrangements made in Virginia in cooperation with Washington. The second would describe what he understands as a typical city organization of a Veterans Service Center, and he should have a little time to point out departures from the typical in the case of his own city.

Under Jobs, a ready division is between old jobs, new jobs, and self-employment. For getting his old job back the veteran has the help of re-employment committeemen of his Selective Service Board. There will often be a concern with the attitude of the unions, particularly in seniority.

On new jobs - which is what three-fourths of the men will be wanting - USES is the agency. For both old and new jobs, some representative of the industrial and business interests ought to be a speaker. He could well be also the person who could cover the loan provisions of the GI Bill of Rights on business loans and housing loans (not farm loans).

The rural thing is another phase of Jobs. It would be a presentation of the general farm picture in Virginia. This would cover sharp loss of farm population, increase in size of farms, increase in investment needed for farm labor, and provisions and prospects for farm loans to veterans.

On Education, we would need someone from the Guidance Center at the University of Richmond and a representative of the Smith-Hughes Vocational Education group in the state and someone from the Veterans Administration. As you understand, VA handles the retraining of veterans with service connected disabilities and Smith-Hughes and the regular education people

handle vocational retraining for those not having service connected disabilities. VA is the principal agency involved in the general "education interrupted" training.

On Welfare, you get into the whole string of private agencies. These include the churches, Red Cross, Army and Navy Relief, Family Welfare or other social case work units, Urban League, NAACP, Legal Aid Societies, services from insurance underwriters, etc. It seems to me that a possible way to handle these without trying to bring in a representative of each would be to let one, two, or three people who head or are quite familiar with the work of local veterans service committees talk on cooperative arrangements in their own communities with various voluntary welfare agencies.

I have said nothing about actual speakers.

As suggestions: On Administration, someone from the Governor's and someone from Mayor Herbert's committee. On Jobs, whatever reemployment committeemen from the Richmond Selective Service Boards might be nominated to you by the head of SSB in Richmond, also someone from AFL and someone from CIO. A highly respected AFL official is Welstead of the Teamsters at Norfolk. I am less acquainted with the Richmond AFL people. Pugh of the CIO could come himself or name someone to represent the CIO. Another good CIO man is Boyd Payton, president of the State Industrial Union Council at Lynchburg. I don't know who would be suitable representative of the business interests, but perhaps the Chamber of Commerce in Richmond would have a nominee.

The Virginia state office of the United States Employment Service would have a nominee.

The rural matter might be a particularly good one on which to give the whole responsibility to a Negro. There would be people at Hampton and at Petersburg who could well describe the entire rural pattern in Virginia. On farm loans, Mr. J. S. Wills, State Director of the Farm Security Administration, American Bank Building, Richmond, would be the state's authority.

On Education, obviously Modlin of the Guidance Center, someone from the state Smith-Hughes work, and someone from the Veterans Administration.

In all the above nothing has been said about the Army. Probably the best thing to do would be to get a couple of officers at the meeting from the nearest Separation Center of the Army. The Army does in miniature at the Separation Centers many of the things that have to be done at length in civilian life. The officers who direct the Separation Centers are sympathetic men and could readily supply the audience with their preview of the oncoming civilian problem.

For a general critque of the implementing of these services for Negroes, you could rely on Mr. Wiley Hall or locality representatives of the NAACP.

It would be particularly good if the Conference could contain a number of veterans--White and Negro.

I am still without my extra staff, but hope to have someone in time to send up to work with you.

I shall be in Washington a couple of days this week and shall try to reach you by telephone for further conversation about the program.

Sincerely,

George S. Mitchell

GSM:w

VIRGINIA COUNCIL OF CHURCHES, INC.

OFFICES AT RICHMOND, VIRGINIA, AND BRIDGEWATER, VIRGINIA

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Department of Interracial Cooperation

1444 East Main Street, Room 215

Richmond, Virginia

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Department Chairman
JOHN M. ELLISON
J. EARL MORELAND
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J. L. BLAIR BUCK
MISS EDNA M. COLSON
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GARNETT RYLAND
Department Central Committee
THOS. C. ALLEN
Department Director

August 11, 1945.

Dr. George S. Mitchell,
Southern Regional Council,
63 Auburn Avenue,
Atlanta 3, Georgia.

Dear George:

We discussed very fully and frankly plans for the proposed veteran's workshop in our executive committee meeting on yesterday. There were three groups represented; the president and secretary of the Council of Churches, members of the Central Committee of the Department of Interracial Cooperation and members of the executive committee of the Richmond Unit. I was authorized to advise you that approval was given for the general plans as we discussed them on Tuesday, August 7.

Just as soon as I return from a few days vacation I shall begin work on details. A tentative program with a list of suggested speakers will be very helpful for the enlistment of other groups.

I have learned that the Veteran's Administration in Richmond is under the direction of a special committee named by Mayor Herbert. Dr. Geo. Modlin is chairman of this committee. There is also a committee as a part of the Governor's Planning Commission on which Mr. Raymond Long is serving. I think both of these groups might be approached for their cooperation, as well as the Richmond Urban League and various units of the American Legion.

Very sincerely yours,

Tom

Thos. C. Allen, Director.

A/b

Va

August 29, 1945

Dr. Thomas C. Allen, Director
Virginia Council of Churches, Inc.
1444 East Main Street
Room 215
Richmond, Virginia

Dear Dr. Allen:

I think you are quite right about making the Conference the "Returning Veteran" and do it in the name of the entire Council of Churches.

As early a date as you can get speakers for would be right.

Of course it is quite all right to ask Mr. Wiley Hall or others who would help you to try to get the interviews with the families of service men. The instructions for interviewing in Negro neighborhoods are coming up to you separately.

Sincerely,

George S. Mitchell

GSM:w

3 Manuals sent 8-29-45
ALL

VIRGINIA COUNCIL OF CHURCHES, INC.

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GARNETT RYLAND
Department Central Committee
THOS. C. ALLEN
Department Director

August 27, 1945

Dr. George S. Mitchell
Room 432
63 Auburn Street, N. E.
Atlanta 3, Georgia

Dear George:

I am just getting back today after two week's vacation. Thank you for your letters which I found on my desk. Evidently you did not get an opportunity to call while you were in Washington.

Thank you for the tentative outline of a suggested program. I am getting a group together immediately to discuss the information which you sent.

Two or three questions: Would it be advisable to attempt the Conference at an earlier date in view of the termination of hostilities in the East? From the outline suggested, would it not also be advisable to place emphasis on "The Returning Veteran" and let the Conference be in the name of the entire Council of Churches rather than a single Department?

I shall attempt to do something on the request for interviews with families of service men. I am not sure that I shall be able to complete 20 interviews. May I have your permission to use Mr. Wiley Hall of the Urban League and perhaps one or two other helpers, or would you prefer to make contact directly from your office?

Please keep me informed of developments for the Conference and I shall do likewise.

Very sincerely yours,

Tom

Thos. C. Allen,
Director.

TCA/p

Agrarian Committee for Democratic Action

Hilliard Bernstein, Secretary
Route # 2
Beaverdam, Virginia
September 3, 1945

Mr. George S. Mitchell
Room 432
63 Auburn Avenue, N.E.
Atlanta, 3, Georgia

Dear Mr. Mitchell:

Thanks for your prompt answer to my appeal. I intend to wait until September 12 before I give up hope that we shall raise enough money to put on a good promotional campaign for our conference. The way things stand now I expect we shall have a small, hard working, one day affair on October 3 or 10 in Richmond. Invitations will go out on the 19 or 26 of September. You will be notified at that time as to the exact place of meeting, time , and schedule.

I hope to see you when the Committee members get together in October. Be sure to keep your calander clear.

Sincerely yours
Hilliard Bernstein
Hilliard Bernstein

Aug. 31 1945 No. 111

Received of George L Mitchell

Two 00/100 Dollars

For Contribution - Conference promotion

Previous Balance $

Amount Paid $

Balance Due $

The Agrarian Committee

By H. Bernstein, Secty.

September 4, 1945

Dr. Harry W. Roberts
Virginia State College
Ettrick, Virginia

Dear Dr. Roberts:

I recently got hold of your bulletin, "Disadvantaging Factors in the Life of Rural Virginia Negroes".

It is a good job and a most interesting one. I particularly like your occasional paragraphs of comment and analysis of the thinking of Negroes placed under the pressure you reveal.

I hope I may have some early opportunity to make your acquaintance.

Sincerely,

George S. Mitchell

GSM:w

cc: Dr. George S. Mitchell
Southern Regional Council
63 Auburn Avenue
Atlanta 3, Georgia

ga

Unanswered letter file

September 10, 1945

Mrs. Maxwell T. Durden, Dir
Emanuel County DPW
Swainsboro, Georgia

Dear Mrs. Durden:

Dr. George S. Mitchell, in charge of veterans affairs for the Southern Regional Council, 63 Auburn Avenue, Atlanta 3, Georgia, and a new member of the Executive Committee of the Georgia Conference, is in receipt of a letter from a veteran in your county asking for help. The veteran is

Lewis Phillips
RFD 1, Box 126
Stillmore, Georgia

The veteran writes that he has "a bad leg and cannot stand on it much," that he lives with his mother, that he has two children, aged 5 and 8, and that he has had some experience as a messenger. Dr. Mitchell is unable to tell from the letter what the actual situation and needs are.

If the Red Cross has a Home Service representative in your county, we shall appreciate your referring the case to her with the request that she get an accurate account of this veteran's circumstances for Dr. Mitchell's guidance in making a decision as to his needs.

In case this Red Cross service is not available, would it be possible for a member of your staff to furnish Dr. Mitchell with a brief report? Neither Dr. Mitchell nor I wishes to add an additional burden to your already heavy work load, but we know that you will be in a better position than anyone else in your community to give us accurate information on this application for help.

With much appreciation for the good work which you have done on the membership campaign, and kindest personal regards, I am,

Sincerely yours,
Guion Griffis Johnson
Guion Griffis Johnson
Executive Secretary

GGJ:f

VIRGINIA COUNCIL OF CHURCHES, INC.

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GARNETT RYLAND
Department Central Committee
THOS. C. ALLEN
Department Director

RECEIVED
SEP 17 19[illegible]
Southern Regional Council
VETERANS SERVICES

September 14, 1945

Dr. G. S. Mitchell
63 Auburn Avenue, N. E.
Atlanta 3, Georgia

Dear George:

Everything seems to be shaping up very nicely for the Institute on the Returning Veteran. The dates selected are November 8 and 9. We have made a beginning so far as the framework of the program is concerned. I shall keep you informed as progress is made. Please do not hesitate to pass on suggestions for either particular topics and individual speakers.

Mr. Hall has completed interviews on the family survey and has promised to let me have his report by Monday. I hope to mail the complete report late Monday or early Tuesday.

Very sincerely yours,

Tom

Thos. C. Allen,
Director.

TCA/p

Virginia State College
Petersburg, Virginia

LUTHER H. FOSTER
PRESIDENT

JAMES B. CEPHAS
TREASURER-BUSINESS MANAGER

WILLIAM A. ROGERS
SECRETARY

September 25, 1945

RECEIVED
SEP 27
Southern Regional Council
VETERANS SERVICES

Mr. George S. Mitchell
Southern Regional Council, Inc.
63 Auburn Avenue, N.E.
Atlanta 3, Ga.

Dear Mr. Mitchell:

Thank you for your letter of September 4 with reference to my bulletin "Disadvantaging Factors in the Life of Rural Virginia Negroes". It is good to know that you like it. I hope, too, that I may soon make your acquaintance.

Very sincerely yours,

Harry W. Roberts

Harry W. Roberts, Head
Department of Sociology

HWR/ib

September 25, 1945

Mr. Thomas C. Allen
Virginia Council of Churches, Inc.
1444 East Main Street, Room 215
Richmond, Virginia

Dear Mr. Allen:

Many thanks for your letter of September 24th. Your progress is remarkable.

I know Brooks Hayes and think he is an excellent choice.

Mr. Young would also be outstanding.

I still haven't got my veterans.

I plan to make my administrative study of the operation of veterans services of Virginia beginning October 23rd.

I shall certainly be in Virginia October 25-31, and I hope for a few days just before the Conference itself.

Sincerely,

George S. Mitchell

GSM:w

VIRGINIA COUNCIL OF CHURCHES, INC.

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GARNETT RYLAND
Department Central Committee
THOS. C. ALLEN
Department Director

September 24, 1945

Dr. George C. Mitchell
63 Auburn Avenue, N. E.
Atlanta, Georgia

Dear George:

Perhaps I should report just what progress we have made on our program for the Institute to be held on November 8 and 9. We are making four (4) major divisions of the program. They will come in the following order:

Thursday morning - 10:00 - 12:30	-	Administration
Thursday afternoon 2:00 - 4:30	-	Jobs
Friday morning - 10:00 - 12:30	-	The Church and the Returning Veteran
Friday afternoon 2:00 - 4:30	-	The Returning Veteran and the GI Bill of Rights.

Thursday evening, 8:00 to 10:00, we are planning for an open meeting to which we hope to bring a large number of people. This will be held in the church auditorium and we have secured Congressman Brooks Hayes as a speaker. Mr. Hayes, as you know, is a member of the House of Representatives, from Arkansas.

As a second speaker for the evening, we are considering a Negro who would speak more or less from the point of view of the Negroes' place in the post-war era. We are considering several men for this place but have not as yet agreed on any one individual. I would like your reaction to Thos. W. Young of Norfolk, Virginia. Mr. Young, as you know, is associated with his Father as Secretary and Business Manager of the Guide Publishing Company. During the European Campaign, he visited the combat areas and served as a war correspondent. Mr. Hall, Dr. Ellison and Mr. Bradshaw feel that he would serve effectively at this place on our program.

Have you made any progress in securing some returning veterans to work with you?

Very sincerely yours,

Tom

Thos. C. Allen,
Director.

P. S. I see that I failed to give you the place where we are planning for the Institute to be held. We have secured the Second Presbyterian Church as a meeting place.

TCA/p

TCA.

September 26, 1945

Miss Gladys Boone
Sweet Briar College
Sweet Briar, Virginia

Dear Gladys:

Nice to have your letter and note.

I don't think there are many southern CIO officials who can readily be tempted into the Southern Economic Association. I list the ones who would be the best prospects. It would be worthwhile to write to them in any case.

R. L. Sandefur, Hissom Building, Winston-Salem, N. C.
Bernard Hiatt, United Furniture Workers, Martinsville, Virginia
Charles N. Smolikoff, 750 West Flagler Street, Miami, Florida
George Guest, UAW-CIO, 75 Ivy Street, NE, Atlanta, Georgia
Paul Christopher, 218 South Gay Street, Knoxville 24, Tennessee
R. W. Starnes, CIO, 544 Camp Street, New Orleans 12, Louisiana
Paul Schuler, TWUA, Tchopitoulas Street, New Orleans, Louisiana
Carey Haigler, 717 Comer Building, Birmingham 3, Alabama
Boyd Payton, 410 Law Building, Richmond, Virginia
Ted du Cuennois, 410 Law Building, Richmond, Virginia
Mr. W. A. Copeland, CIO, 66 South Third Street, Memphis, Tennessee
Mr. Ken Dodie, 75 Ivy Street, NE, Atlanta, Georgia

You are free to say in letters to them that I suggested you write to them, but I am not hopeful that many will join.

Come down to Atlanta again soon. Or maybe I will get to Lynchburg and that vicinity.

Sincerely,

George S. Mitchell

GSM:w

Southern Economic Association

September 20, 1945

Dear Member,

Now that we can again look forward to a general meeting of the Southern Economic Association, may I ask your co-operation in an effort to increase our membership and make it as comprehensive as possible? According to our constitution, the object of the Association is "to stimulate interest in economic questions through discussion, research and publication" and membership is open to any "individual, institution, or organization" wishing to promote that object. Our scope is wide and we are anxious to extend our membership not only among economists who are teaching or serving in government office but also among union officials and industrial managers.

We are grateful to the editors of the Southern Economic Journal for the high standard that the Journal has maintained in spite of great difficulties under war-time conditions. It has been of the greatest service in helping to keep the loyalty of the membership to the Association. But the war has brought many shifts and changes among the members and we have missed the fellowship and stimulation which come from a general meeting. This is a time when problems of reconversion to a peace economy are crying for solution, and now that meeting and discussion are again possible it seems a most appropriate moment to ask the help of every member in making the Association truly representative.

There is nothing so effective as personal recommendation and individual effort. Will you please make the Association known to to those who are interested in its objects? And will you please send the names of prospective members either to me or to the Secretary-Treasurer of the Association, Professor James E. Ward, at Clemson College, South Carolina?

Sincerely yours,

Gladys Boone

Gladys Boone
Vice-President, Southern
Economic Association

Sweet Briar College
Sweet Briar, Va.

Dear George — Can you interest any such? Or any of your new associates? I suggest

some "hearing from within -" as good policy for them.

Hope all goes well with your family - the new job - which I was much interested to read about.

I've recovered somewhat from my malaise of last spring - a bit of which I visited on you when I was in Atlanta last. It was partly the result of poison from an abscessed tooth! But I'm still concerned about the state of the world, despite your philosophy.

BB

September 27, 1945

Miss Gladys Boone
Sweet Briar College
Sweet Briar, Virginia

Dear Miss Boone:

Here are some corrections on the address lits:

(1) Paul Selmler, 4139 Tchoupitoulas Street,
New Orleans, Louisiana

(2) Boyd Payton, TWUA, 1112 Church Street,
Lynchburg, Virginia

(3) The last name on the list is Kenneth Douty,
TWUA, 75 Ivy Street, NE.,
Atlanta, Georgia

Sincerely,

George S. Mitchell

GSM:w

VIRGINIA COUNCIL OF CHURCHES, INC.

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MRS. MARION JOHNSON
GARNETT RYLAND
Department Central Committee
THOS. C. ALLEN
Department Director

September 28, 1945.

Dr. George S. Mitchell,
Southern Regional Council,
63 Auburn Ave., N. E.,
Atlanta 3, Ga.

Dear George:

I am glad that you feel we are making progress in plans for our institute. I hope to have the tentative program far enough along the way to get the approval of our committee by Tuesday afternoon. There is still much work to be done.

Your visit to the cities of Virginia where veteran facilities are already set up, during the week of October 23, should be most helpful in arousing interest in the institute.

Mrs. Havens spent Wednesday and Thursday in Richmond. The Annual meeting of our Richmond Committee took place last night. We reviewed the work of the year, elected new officers, adopted a constitution and launched out in plans for the year ahead. Those present expressed themselves as agreed on taking the following projects in the order named:

First, Negro policemen for the City of Richmond.
This has been in discussion for some time and we feel that the time is ripe for something definite. If you have a suggestion concerning the availability of Negro military policemen, I should be glad to have it. Mrs. Havens stressed this in her discussion.

Second, That of the returning vetran

Third, The WEstwood Community
You are, I am sure, acquainted with this situation.

I shall expect to see you on or before October 23 as you begin your tour of Virginia.

Very sincerely yours,

Tom

Thos. C. Allen, Director.